



## **AMENDED - CITY COUNCIL AGENDA**

July 17, 2023 at 7:00 PM

Wilsonville City Hall & Remote Video Conferencing

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### **PARTICIPANTS MAY ATTEND THE MEETING AT:**

City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon

YouTube: <https://youtube.com/c/cityofwilsonvilleor>

Zoom: <https://us02web.zoom.us/j/81536056468>

### **TO PARTICIPATE REMOTELY OR PROVIDE PUBLIC COMMENT:**

Register with the City Recorder:

[CityRecorder@ci.wilsonville.or.us](mailto:CityRecorder@ci.wilsonville.or.us) or 503-570-1506

Individuals may submit comments online at: <https://www.ci.wilsonville.or.us/SpeakerCard>,  
via email to the address above, or may mail written comments to:

City Recorder - Wilsonville City Hall

29799 SW Town Center Loop East, Wilsonville, OR 97070

### **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.*

**REVIEW OF AGENDA AND ITEMS ON CONSENT [5:00 PM]**

**COUNCILORS' CONCERNS [5:05 PM]**

**PRE-COUNCIL WORK SESSION [5:10 PM]**

A. [Park System Development Charge \(SDC\) Methodology Analysis \(Ammerman\) \[30 min.\]](#)

B. [Town Center Urban Renewal Feasibility Study \(update\) \(Lorenzen\) \[20 min.\]](#)

**ADJOURN [6:00 PM]**

**AN URBAN RENEWAL AGENCY MEETING WILL  
IMMEDIATELY FOLLOW THE WORK SESSION**

*The following is a summary of the legislative and other matters to come before the Wilsonville City Council a regular session to be held, July 17, 2023 at City Hall. Legislative matters must have been filed in the office of the City Recorder by 10:00 a.m. on July 3, 2023. 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.*

#### **CALL TO ORDER [7:00 PM]**

1. Roll Call
2. Pledge of Allegiance
3. Motion to approve the following order of the agenda.

#### **MAYOR'S BUSINESS [7:05 PM]**

4. Civics Academy Graduation (Mombert) [30 min.]
5. [Boards/Commission Appointments/Reappointments](#)
6. [Upcoming Meetings](#)

#### **COMMUNICATIONS [7:45 PM]**

7. Historical Society Community Enhancement Program Photo Digitization Project Report (Susan Schenk) [15 min.]

#### **CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS [8:00 PM]**

*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 citizen input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.*

#### **COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS [8:10 PM]**

8. Council President Akervall
9. Councilor Linville
10. Councilor Berry
11. Councilor Dunwell

#### **CONSENT AGENDA [8:25 PM]**



12. [Resolution No. 3021](#)

[A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute Guaranteed Maximum Price \(GMP\) Amendment No. 2 To The Progressive Design-Build Agreement For The Boeckman Road Corridor Project With Tapani|Sundt A Joint Venture. \(Barrett/Kraushaar\)](#)

13. [Resolution No. 3068](#)

[A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With Mayer Reed To Provide Landscape Architecture, Civil Engineering And Planning Services For The Frog Pond West Neighborhood Park Project \(Capital Improvement Project #9175\). \(Ammerman\)](#)

14. [Resolution No. 3075](#)

[A Resolution Of The City Of Wilsonville Authorizing The Purchase Of One Utility Inspection Van From Cues, Inc. \(Simonton\)](#)

15. [Resolution No. 3077](#)

[A Resolution Of The City Of Wilsonville Authorizing The City Manager To Enter Into And Execute The Intergovernmental Agreement With Clackamas County For The Regional Advanced Transportation Controller And Signal Optimization Project. \(Weigel\)](#)

16. [Minutes of the June 19, 2023 City Council Meeting. \(Veliz\)](#)

**NEW BUSINESS [8:30 PM]**

**CONTINUING BUSINESS [8:30 PM]**

17. [Ordinance No. 880 - 2nd Reading](#)

[An Ordinance Of The City Of Wilsonville Adopting An Updated Transit Master Plan As A Sub-Element Of The Transportation System Plan, Replacing All Prior Transit Master Plans, And Repealing Ordinance No. 805 And Ordinance No. 828. \(Lewis\)](#)

**PUBLIC HEARING [8:40 PM]**

**CITY MANAGER’S BUSINESS [8:40 PM]**

**LEGAL BUSINESS [8:45 PM]**

**ADJOURN [8:50 PM]**

**INFORMATIONAL ITEMS – No Council Action Necessary**

Time frames for agenda items are not time certain (i.e. agenda items may be considered earlier than indicated). The City will endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting by contacting the City Recorder at 503-570-1506 or [CityRecorder@ci.wilsonville.or.us](mailto:CityRecorder@ci.wilsonville.or.us): assistive listening devices (ALD), sign language interpreter, and/or bilingual interpreter. Those who need accessibility assistance can contact the City by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication. Habrá intérpretes disponibles para aquellas personas que no hablan Inglés, previo acuerdo. Comuníquese al 503-570-1506.



## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date: July 17, 2023</b>		<b>Subject:</b> Park System Development Charge (SDC) Methodology Analysis  <b>Staff Member:</b> Kris Ammerman, Parks and Recreation Director  <b>Department:</b> Parks and Recreation	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b> N/A	
<b>Staff Recommendation:</b> N/A			
<b>Recommended Language for Motion:</b> N/A			
<b>Project / Issue Relates To:</b>			
<input type="checkbox"/> Council Goals/Priorities:	<input checked="" type="checkbox"/> Adopted Master Plan(s): 2018 Parks and Recreation Comprehensive Master Plan 2015 Boones Ferry Park Master Plan 2014 Memorial Park Master Plan		<input checked="" type="checkbox"/> Not Applicable

### ISSUE BEFORE COUNCIL:

This originally came before council during the June 5, 2023 work session. As a refresher, the City of Wilsonville Parks and Recreation department engaged FCS Group to evaluate its System Development Charges (SDCs) to ensure long-term financial viability for at least the next ten years. The project team presented information on the recalculated Parks SDC based on recent growth estimates, project lists, and inventory data. During this second work session, the intent is to recap the process to this point, answer questions from Council, and go over next steps.

### Park SDC Analysis Staff Report

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**EXECUTIVE SUMMARY:**

The current Park SDC rate is \$7,349/single family dwelling unit (SFDU). The recalculated max defensible Park SDC rate is \$25,040/SFDU. This is a significant increase, therefore it is staff's recommendation to increase the Park SDC from its current rate of \$7,349/SFDU to \$14,000/SFDU which is a much more reasonable figure that would still result in funding for meaningful park infrastructure. This updated rate would also put us comfortably in the middle of the range when compared with neighboring jurisdictions.

**Implementation**

**Indexing** – Like the current rate, the updated rate will be tied to a construction cost index which will allow for periodic adjustments for inflation.

**Phasing** – The new rate will be phased in so that developers already in process are not surprised mid project with increased fees.

**EXPECTED RESULTS:**

- Parks SDC analysis refresher
- Go over next steps
- Answer questions from Council

**TIMELINE:**

- July 17, 2023 – City Council Work Session #2
- August 21, 2023 – City Council Public Hearing
- Fall 2023 – Anticipated rollout of recalculated SDC rate

**CURRENT YEAR BUDGET IMPACTS:**

The adopted budget for FY22/23 included \$70,370 (CIP # 9161) for the park SDC methodology update. The project, as well as necessary funds to cover it, have carried over to FY 23/24.

**COMMUNITY INVOLVEMENT PROCESS:**

- February 9, 2023 - Parks and Recreation Advisory Board Presentation
- June 14, 2023 - Community Open House at City Hall
- August 21, 2023 – City Council Public Hearing

**POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

A recalculated Park SDC rate that will accurately reflect recent growth estimates, project lists, and inventory data resulting in updated funding for park infrastructure.

**ALTERNATIVES:**

Council can choose not to update the Park SDC rate, which will result in less funding for future park infrastructure.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. City of Wilsonville Parks SDC Update Draft Report

# City of Wilsonville

## Parks System Development Charge Update

Draft Report  
June 21, 2023

### Washington

7525 166th Avenue NE, Ste. D215  
Redmond, WA 98052  
425.867.1802

### Oregon

5335 Meadows Road, Ste 330  
Lake Oswego, OR 97035  
503.841.6543

### Colorado

PO Box 19114  
Boulder, CO 80301-9998  
719.284.9168

[www.fcsgroup.com](http://www.fcsgroup.com)

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**FCS GROUP**  
Solutions-Oriented Consulting

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## Section I. INTRODUCTION

This section describes the project scope and policy context upon which the body of the report is based.

### I.A. PROJECT

The City of Wilsonville (City) imposes a system development charge (SDC) to provide partial funding for the capital needs of its parks system. The current charges are shown in **Exhibit 1.1** below.

**Exhibit 1.1 – Current SDCs**

Land Use Category	Fee per Unit	Unit
Single-family	\$7,349	Dwelling Unit
Multi-family	\$5,645	Dwelling Unit
Nonresidential	\$261	TGSF*
Office/Finance	\$729	TGSF*
Food Service/Shopping Center	\$1,689	TGSF*
Retail/General Service	\$365	TGSF*
Flex Industrial (less than one employee per 1,000 square feet)	\$154	TGSF*
Industrial/Business/Park/Manuf/Warehouse other than Flex	\$555	TGSF*
Public Schools	\$90	TGSF*

\*TGSF = thousand gross square feet

In 2022, the City engaged FCS GROUP to recalculate its parks SDC based on more recent growth estimates, project lists, and inventory data.

### I.B. POLICY

SDCs are enabled by state statutes, authorized by local ordinance, and constrained by the United States Constitution.

#### I.B.1. State Statutes

Oregon Revised Statutes (ORS) 223.297 to 223.316 enable local governments to establish SDCs, which are one-time fees on development that are paid at the time of development or redevelopment that creates additional demand for system facilities. SDCs are intended to recover a fair share of the cost of existing and planned facilities that provide capacity to serve future users -- growth.

ORS 223.299 defines two types of SDC:

- A reimbursement fee that is designed to recover “costs associated with capital improvements already constructed, or under construction when the fee is established, for which the local government determines that capacity exists”



- An improvement fee that is designed to recover “costs associated with capital improvements to be constructed”

ORS 223.304(1) states, in part, that a reimbursement fee must be based on “the value of unused capacity available to future system users or the cost of existing facilities” and must account for prior contributions by existing users and any gifted or grant-funded facilities. The calculation must “promote the objective of future system users contributing no more than an equitable share to the cost of existing facilities.” A reimbursement fee may be spent on any capital improvement related to the system for which it is being charged (whether cash-financed or debt-financed).

ORS 223.304(2) states, in part, that an improvement fee must be calculated to include only the cost of projected capital improvements needed to increase system capacity for future users. In other words, the cost of planned projects that correct existing deficiencies or that do not otherwise increase capacity for future users may not be included in the improvement fee calculation. An improvement fee may be spent only on capital improvements (or portions thereof) that increase the capacity of the system for which it is being charged (whether cash-financed or debt-financed).

In addition to the reimbursement and improvement fees, ORS 223.307(5) states, in part, that “system development charge revenues may be expended on the costs of complying” with state statutes concerning SDCs, including “the costs of developing system development charge methodologies and providing an annual accounting of system development charge expenditures.”

## I.B.2. Local Ordinance

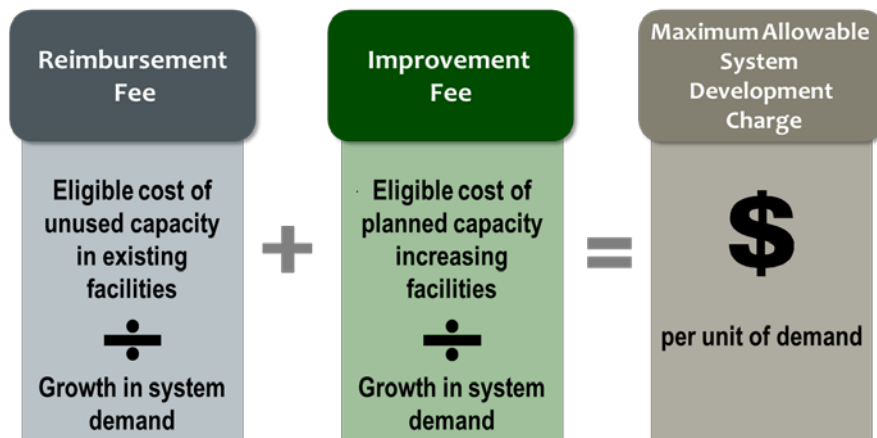
Chapters 11.000 through 11.190 of the Wilsonville Municipal Code authorize and govern the imposition and expenditures of parks SDCs. These code sections may need modifications to accommodate the results of this report.

## I.B.3. United States Constitution

The United States Supreme Court has determined that SDCs, impact fees, or other exactions that comply with state and/or local law may still violate the United States Constitution if they are not proportionate to the impact of the development. The SDCs calculated in this report are designed to meet such constitutional and statutory requirements.

## I.C. CALCULATION OVERVIEW

In general, SDCs are calculated by adding a reimbursement fee component (if applicable) and an improvement fee component—both with potential adjustments. Each component is calculated by dividing the eligible cost by growth in units of demand. The unit of demand becomes the basis of the charge. Below is an illustration of this calculation:



## Section II. SDC ANALYSIS

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This section provides the detailed calculations of the maximum allowable parks SDC in Wilsonville.

### II.A. GROWTH

The calculation of projected growth begins with defining the units by which current and future demand will be measured. Then, using the best available data, we quantify the current level of demand and estimate a future level of demand. The difference between the current level and the future level is the growth in demand that will serve as the denominator in the SDC calculations.

#### II.A.1. Unit of Measurement

A good unit of measurement allows an agency to quantify the incremental demand of development or redevelopment that creates additional demand for transportation facilities. A more precise unit of measurement allows an agency to distinguish different levels of demand added by different kinds of development or redevelopment.

##### II.A.1.a Options

For parks SDCs, demand that can be attributed to individual developments is usually measured in the number of people who will occupy a development. For residential developments, the number of occupants means the number of residents. We use data from the U. S. Census Bureau to estimate the number of residents for different kinds of dwelling units. For non-residential developments, the number of occupants means the number of employees. We use industry data to estimate the number employees per square foot for different kinds of non-residential developments.

When an agency chooses to impose a parks SDC on both residential and non-residential developments, the demand of one additional resident must be carefully distinguished from the demand of one additional employee. This is usually accomplished by the calculation of a residential equivalent. One resident is equal to one residential equivalent, and one employee is typically much less than one residential equivalent.

##### II.A.1.b Recommendation

The City finds that non-residential developments are a source of demand for parks facilities. We therefore recommend that the City continue to charge parks SDCs for both residential and non-residential developments using residential equivalents as the unit of growth.

#### II.A.2. Demand Adjustment for Non-Residential Users

To charge parks SDCs to both residential and non-residential developments, we must estimate both (1) how much availability non-residential occupants (i.e., employees) have to use parks facilities and (2) how that availability differs from residential occupants (i.e., residents).

The calculation begins with the most recent counts for population and employment in Wilsonville. As shown below, in 2019 (the most recent year for which both population and employment data were available), 24,343 residents lived in Wilsonville, and 19,393 employees worked in Wilsonville. Of these, 1,686 people both lived and worked in Wilsonville.

**Exhibit 2.1 – 2019 Population and Employment in Wilsonville**

Population and Employment, 2019	Living Inside Wilsonville	Living Outside Wilsonville	Total
Working Inside Wilsonville	1,686	17,707	19,393
Working Outside Wilsonville	9,185		
Not Working	13,472		
<b>Total</b>	<b>24,343</b>		

**Source:** U.S. Census Bureau, OnTheMap Application, 2019  
Inflow/Outflow analysis (primary jobs), Wilsonville Parks Master Plan,  
Figure 1 (2019 population)

Next, we estimate the number of hours per week that each category of person would be available to use the parks facilities in Wilsonville. **Exhibit 2.2** below shows an estimate of maximum availability. It assumes that 8 hours each day are used for sleeping for all residents of the City. For those who are not working, the remaining 16 hours of each day are available for use of the parks system, giving a total of 112 hours per week of parks system availability. For workers, 8 hours of each day are assumed to be spent at work, which leaves the remaining 8 hours per weekday available for residential use of the parks system. In addition, workers have 16 hours of residential demand each weekend day, for a total of 72 hours per week of residential demand. During work, 1 hour is assumed to be available for workers to use the parks system, giving 5 hours per week of non-residential demand. These estimates are not of actual use, but maximum availability.

**Exhibit 2.2 – Demand Estimates by Category of Parks User**

Hours per Week of Park Availability Per Person, Residential Demand	Living Inside Wilsonville
Working Inside Wilsonville	72
Working Outside Wilsonville	72
Not Working	112

**Source:** FCS GROUP.

Hours per Week of Park Availability Per Person, Non- Residential Demand	Living Inside Wilsonville	Living Outside Wilsonville
Working Inside Wilsonville	5	5
Working Outside Wilsonville		
Not Working		

**Source:** FCS GROUP.

When the hours of availability above are multiplied by the counts presented earlier, we can determine the relative demand of residents and employees. As shown in **Exhibit 2.3** below, the parks demand of one employee is equivalent to the parks demand of about 0.05 resident. To put it another way, the parks demand of about 18.83 employees is equivalent to the parks demand of one resident.

**Exhibit 2.3 – Total Hours per Week of Park Availability**

Total Hours per Week of Park Availability, 2019	Residential hours	Non-residential hours	Total Hours
Working Inside Wilsonville	121,392	96,965	218,357
Working Outside Wilsonville	661,320		
Not Working	1,508,888		
<b>Total</b>	2,291,600	96,965	218,357
Hours per resident	94		
Hours per employee		5	
Residents per employee			0.05

**Source:** Previous tables

### II.A.3. Growth in Demand

The current (2021) demand for parks facilities is 26,350 residential equivalents. That number is the sum of 25,280 residents (based on the Parks Master Plan) and 1,070 residential equivalents for 20,139 employees.

During the forecast period from 2021 to 2036, the residential population is expected to grow by 8,276 residents. If total residential equivalents remain proportionate to the residential population, then residential equivalents will grow by 8,626 to a total of 34,976 residential equivalents. Therefore, 8,626 residential equivalents will be the denominator for the SDC calculations later in this report.

**Exhibit 2.4** below summarizes these calculations:

**Exhibit 2.4 – Growth in Demand**

	2019 (Estimate)	2021	2036	Growth (2021-2036)
Population	24,343	25,280	33,556	8,276
Employees	19,393	20,139	26,732	6,593
Residential-equivalent employees	1,030	1,070	1,420	350
Residential equivalents	25,373	26,350	34,976	8,626

**Source:** Wilsonville Parks Master Plan, Figure 1, Previous tables

### II.B. IMPROVEMENT FEE

An improvement fee is the eligible cost of planned projects per unit of growth that such projects will serve. Since we have already calculated growth (denominator) above, we will focus here on the improvement fee cost basis (numerator).

## II.B.1. Eligibility

A project's eligible cost is the product of its total cost and its eligibility percentage. The eligibility percentage represents the portion of the project that creates capacity for future users.

For parks SDCs, eligibility is often determined by a level-of-service analysis that quantifies the park facilities that are needed for growth (and are therefore eligible to be included in an improvement fee cost basis).

Park facilities can be measured by sorting them into categories such as neighborhood, community, or urban parks, or by considering their respective units of measurement (e.g., acres). Further, in either approach, the current or future level of service may be targeted. These two separate choices create four distinct and equally defensible ways of calculating the eligibility percentage of each project.

Each method will be examined in the sections below.

### II.B.1.a Current Level of Service (By Category and by Unit of Measurement)

Determining SDC eligibility for parks projects using the current level of service requires determining the quantity of parks facilities needed to maintain the current level of service. Any projects that add facilities in excess of that quantity are ineligible.

The City has six relevant parks categories for determining its level of service by category. These are shown in the upper panel of the first column in **Exhibit 2.5**. Each category receives its own level of service. Using community parks as an example, the City currently has 140.72 acres of community parks. Using the 2021 population discussed above, this implies that there is 5.57 acres of community parks per 1,000 residents. The parks project list, when completed, will add 14.50 acres of community parks. Based on the 2036 population and the current level of service, 46.07 additional acres of community parks are needed. So, the additional acres of community parks will serve growth rather than improve the City's level of service for community parks, and therefore 100 percent of the cost of those community park projects can be included in the improvement fee cost basis.

The same line of reasoning is used to develop the eligibility percentages for other parks categories. Calculating eligibility using level of service by unit of measurement also follows the same approach. The eligibility percentage for each parks category or unit of measurement is shown in the last column of **Exhibit 2.5**.

Note that when calculating by unit of measurement the number of park acres and natural areas goes down. That is because undeveloped park land already owned by the City is being used to create both community parks and miles of trail. Because miles of trail and acres of park land are differentiated when calculating by unit of measurement, using undeveloped land to develop trail miles reduces the total number of acres of park land.

### Exhibit 2.5 – Eligibility under the Current Level of Service

	Units	2021 Quantity	2021 Units per 1,000 Residents	Change in Quantity	Additional Needed to Maintain LoS	Eligibility
<b>By Category:</b>						
Community Park	Acres	140.72	5.57	14.50	46.07	100.00%
Natural Area	Acres	50.97	2.02	0.00	16.69	0.00%
Urban Park	Acres	44.87	1.77	0.00	14.69	0.00%
Undeveloped Parks	Acres	11.38	0.45	-15.48	3.73	0.00%
Trail	Miles	19.65	0.78	4.89	6.43	100.00%
<b>By Unit of Measurement:</b>						
Acres of Parks and Natural Areas	Acres	247.94	9.81	-0.98	81.17	0.00%
Miles of Trail	Miles	19.65	0.78	4.89	6.43	100.00%

**Source:** Wilsonville Parks Master Plan, City staff

#### II.B.1.b Future Level of Service (By Category and Unit of Measurement)

To determine SDC eligibility using the future level of service, the proposed additional quantity of parks facilities is added to the current quantity of parks facilities. Using the future population, a future level of service is then calculated. Then, that level of service is compared to the current parks system to determine if any deficiencies exist against the current population. Only the portions of parks projects that do not cure existing deficiencies are considered eligible for the improvement fee cost basis under this method.

As in the previous section, calculating SDC eligibility based on future level of service can be done both when measuring parks facilities by category and when measuring by unit of measurement.

**Exhibit 2.6** below outlines both methods using the future level of service. Using community parks as an example again, the City currently has 140.72 acres of community parks. The parks project list, when completed, will add 14.50 acres of community parks. This results in a future level of service of 4.63 acres of community parks per 1,000 residents in 2036. If that level of service was applied to the 2021 population, a minimum of 116.94 acres would be needed. However, there are currently already 140.72 acres of community parks. Thus, any additional community park projects will serve growth, rather than cure a deficiency against the future level-of-service standard. Therefore, 100 percent of the costs of those community park projects can be included in the improvement fee cost basis.

The same approach is used to develop the eligibility percentages for other parks categories. Further, calculating eligibility using level of service by unit of measurement follows the same logic. The eligibility percentage for each parks category or unit of measurement is shown in the “Eligibility” column of **Exhibit 2.6** below.

### Exhibit 2.6 – Eligibility under the Future Level of Service

		2021	2021 Units	Change in	2036 Units	2021	Reimbursable	
	Units	Quantity	per 1,000 Residents	Quantity	per 1,000 Residents	Minimum Quantity	Eligibility	Quantity
By Category:								
Community Park	Acres	140.72	5.57	14.50	4.63	116.94	100.00%	23.78
Natural Area	Acres	50.97	2.02	0.00	1.52	38.40	0.00%	12.57
Urban Park	Acres	44.87	1.77	0.00	1.34	33.80	0.00%	11.07
Undeveloped Parks	Acres	11.38	0.45	-15.48	-0.12	-3.09	100.00%	14.47
Trail	Miles	19.65	0.78	4.89	0.73	18.48	100.00%	1.16
By Unit of Measurement:								
Acres of Parks and Natural Areas	Acres	247.94	9.81	-0.98	7.36	186.05	100.00%	61.89
Miles of Trail	Miles	19.65	0.78	4.89	0.73	18.48	100.00%	1.16

**Source:** Wilsonville Parks Master Plan, City staff

### II.B.2. Expansion Projects

The first of the City's two project lists includes projects that will expand the inventory of the parks system and are therefore subject to the eligibility calculations described above. Some projects add entirely new acres or trail miles to the parks system, others absorb already owned, undeveloped park acres. The total cost of these projects is \$67.9 million, and eligibility varies based on the level-of-service calculation chosen. These projects are summarized in **Exhibit 2.7** below.

### Exhibit 2.7 – Expansion Projects

SDC #	Project	Type	Year of Construction	Total Project Cost	Quantity	Units
E-1	French Prairie Bridge Landings (Boones Ferry Master Plan, Phase 5)	Community Park	2029	8,000,000	3.00	Acres
E-2	Frog Pond Community Park (Advance Road) (1.7.g)	Community Park	2027	25,000,000	10.00	Acres
E-3	I-5 Pedestrian Bridge Gateway Plaza (IN.1)	Community Park	2026	4,000,000	1.00	Acres
E-4	Town Center Emerald Chain Promenade (IN.12)	Community Park	2027	1,800,000	0.50	Acres
E-5	Basalt Creek Regional Trail	Trail	2029	3,000,000	0.50	Miles
E-6	Boeckman Creek Regional Trail (Memorial Park to Boeckman)	Trail	2026	2,500,000	1.50	Miles
E-7	Frog Pond Regional Trail	Trail	2029	7,000,000	0.75	Miles
E-8	Ice Age Tonquin Trail - Boeckman to Grahms Ferry	Trail	2027	13,900,000	1.25	Miles
E-9	Regional Frog Pond Trail	Trail	2023	900,000	0.34	Miles
E-10	Wiedeman Regional Trail - Parkway to Canyon Creek	Trail	2028	1,800,000	0.55	Miles
<b>Total</b>				<b>\$ 67,900,000</b>		

**Source:** Wilsonville Parks Master Plan, City staff

### II.B.3. Infill List

The second of the City's two project lists includes projects that will not expand the inventory of the parks system by adding acres but that will nevertheless add capacity for future users by adding amenities. As shown in **Exhibit 2.8** below, this project list has a total cost of \$36.6 million. Each project is assigned one of two eligibility percentages: zero percent if the project is for repair or replacement of existing assets, and 24.66 percent if the project adds new amenities. That 24.66 percent represents the share of total users made up of new users in 2036, and assigning a project that percent recognizes that existing and future users are expected to share new amenities in existing parks proportionately. The total eligible cost of projects on the infill list is \$8.6 million.



### Exhibit 2.8 – Infill List

SDC Project Number	Project Title	Projected Completion	Total Project Cost	Eligibility	SDC-Eligible Costs
I-1	Boones Ferry East Restroom (Boones Ferry Master Plan, Phase 1)	2030	\$ 400,000	24.66%	\$ 98,653
I-2	Boones Ferry East Side Shelter (Boones Ferry Master Plan, Phase 2)	2028	300,000	24.66%	73,990
I-3	Boones Ferry Park Adult Fitness Zone (Boones Ferry Master Plan, Phase 1)	2030	350,000	24.66%	86,321
I-4	Boones Ferry Park Bike Skills Course (Boones Ferry Master Plan, Phase 2)	2028	250,000	24.66%	61,658
I-5	Boones Ferry Park Dog Park (Boones Ferry Master Plan, Phase 2)	2030	300,000	24.66%	73,990
I-6	Boones Ferry Park Parking Lot (Main) (Boones Ferry Master Plan, Phase 3)	2024	1,500,000	24.66%	369,949
I-7	Boones Ferry Park Parking Lot (Tauchman) Boones Ferry Master Plan, Phase 4)	2030	1,000,000	24.66%	246,632
I-8	Boones Ferry Regional Water Trail Access (Boones Ferry Master Plan, Phase 1)	2026	1,700,000	24.66%	419,275
I-9	Boones Ferry Restroom	2023	415,000	0.00%	-
I-10	Boones Ferry Shelter (Boones Ferry Master Plan, Phase 3)	2024	150,000	24.66%	36,995
I-11	Community Center Upgrade	2026	1,000,000	24.66%	246,632
I-12	Community Scale Skate Park	2028	800,000	24.66%	197,306
I-13	Forest Shelter Improvement	2025	300,000	0.00%	-
I-14	Forest Shelter Lot	2024	2,000,000	24.66%	493,265
I-15	Forest Shelter Restroom	2024	500,000	24.66%	123,316
I-16	Maintenace Facility Upgrade	2025	1,250,000	24.66%	308,291
I-17	Memorial Park Athletics	2027	14,000,000	24.66%	3,452,855
I-18	Memorial Park Barn Rental Conversion Memorial Park Master Plan, West 2)	2029	1,000,000	24.66%	246,632
I-19	Memorial Park Concession Stand	2028	400,000	24.66%	98,653
I-20	Memorial Park Playground Replacement	2025	1,000,000	24.66%	246,632
I-21	Memorial Park Pump Track	2026	350,000	24.66%	86,321
I-22	Memorial Park River Access	2027	600,000	24.66%	147,979
I-23	Memorial Park Sport Courts	2025	2,000,000	24.66%	493,265
I-24	Murase Ampatheater (Memorial Park Master Plan, Murase 1)	2026	600,000	24.66%	147,979
I-25	River Shelter Parking Lot	2027	2,000,000	24.66%	493,265
I-26	River Shelter Retroom	2027	650,000	24.66%	160,311
I-27	System-wide ADA Projects (Parks and Recreation Master Plan, 1.5.A)	2023-2036	835,000	0.00%	-
I-28	Tauchman House Renovation (Boones Ferry Master Plan, Phase 3)	2030	900,000	24.66%	221,969
<b>Total</b>			<b>\$ 36,550,000</b>		<b>\$ 8,632,137</b>

Source: City staff

#### II.B.4. Calculated Improvement Fee Cost Basis

After determining the costs dedicated to expanding capacity, the improvement fee cost basis is calculated by multiplying those costs by their respective eligibility percentages. As discussed above, eligibility for capacity-expanding costs on the project list were determined through level-of-service calculations.

As shown in **Exhibit 2.9** below, the total eligible cost varies from \$37.7 million up to \$76.5 million depending on the method chosen for measuring level of service.

### Exhibit 2.9 – Improvement Fee Cost Basis

Improvement Fee Cost Basis		Current LoS		Future LoS	
	Cost	Eligibility	Eligible Cost	Eligibility	Eligible Cost
By Category					
Community Park	\$ 38,800,000	100.00%	\$ 38,800,000	100.00%	\$ 38,800,000
Natural Area	-	0.00%	-	0.00%	-
Urban Park	-	0.00%	-	0.00%	-
Trail	29,100,000	100.00%	29,100,000	100.00%	29,100,000
Expansion Projects Total	\$ 67,900,000		\$ 67,900,000		\$ 67,900,000
Infill Projects	36,550,000		8,632,137		8,632,137
<b>Total</b>	<b>\$ 104,450,000</b>		<b>\$ 76,532,137</b>		<b>\$ 76,532,137</b>
By Unit of Measurement					
Acres of Parks and Natural Areas	\$ 38,800,000	0.00%	\$ -	100.00%	\$ 38,800,000
Miles of Trail	29,100,000	100.00%	29,100,000	100.00%	29,100,000
Expansion Projects Total	\$ 67,900,000		\$ 29,100,000		\$ 67,900,000
Infill Projects	36,550,000		8,632,137		8,632,137
<b>Total</b>	<b>\$ 104,450,000</b>		<b>\$ 37,732,137</b>		<b>\$ 76,532,137</b>

Source: Previous tables

## II.C. REIMBURSEMENT FEE

A reimbursement fee is the eligible cost of the existing park facilities available for future users per unit of growth that such facilities will serve. Growth was calculated in Section II.A and **Exhibit 2.6** shows the acres available for inclusion in a reimbursement fee. The remaining piece of the reimbursement calculation is the original cost of reimbursable park acres.

### II.C.1. Reimbursement Fee Cost Basis

The City provided records for historical expenditures on its parks system going back to 2013, which are totaled by category and unit of measurement in the fourth column of **Exhibit 2.10** below.

Dividing those historical expenditures by the quantity of park acres and trail miles yields a calculation of investment per unit. By multiplying that investment per unit by the reimbursable number of park acres and trail miles from **Exhibit 2.6**, the reimbursable cost of those park facilities is calculated. This is shown in the last column of **Exhibit 2.10** and is either \$1.8 million or \$2.4 million depending on whether level-of-service is measured by category or unit of measurement.

### Exhibit 2.10 – Reimbursement Fee Cost Basis

Reimbursement Fee Cost Basis		Inventory	Historical Expenditures	Investment/Unit	Reimbursable Units	Reimbursable Amount
By Category:						
Community Park	Acres	140.72	\$ 9,069,998	\$ 64,454	23.78	\$ 1,532,875
Natural Area	Acres	50.97	-	-	12.57	-
Urban	Acres	44.87	492,036	10,966	11.07	121,352
Trail	Miles	19.65	1,659,743	84,481	1.16	98,122
	<b>Total</b>					<b>\$ 1,752,350</b>
By Unit of Measurement:						
Acres of Parks and Natural Areas	Acres	247.94	\$ 9,562,033	\$ 38,566	61.89	\$ 2,386,746
Acres of Trails	Miles	19.65	84,481	4,300	1.16	4,994
	<b>Total</b>					<b>\$ 2,391,740</b>

*Source: City staff, previous tables*

## II.D. CALCULATED SDC

This section combines the eligible cost from the improvement fee cost basis and the reimbursement fee cost basis with an estimate for compliance costs. The result is a total SDC per resident. We then use data from the Census Bureau to estimate the number of residents per dwelling unit and calculate SDCs for residential dwelling unit types. Estimates of employee density by square foot are used to charge the parks SDC to non-residential developments.

### II.D.1. Adjustments

The City has an estimated balance of \$2,994,914 in improvement fees. This estimate was derived based on the improvement fee's share of the total SDC, multiplied by the existing improvement fee fund balance. Because accumulated improvement fees represent incomplete projects, the total improvement fee cost basis must be reduced by this amount to avoid double-charging for any projects that were on the City's last SDC project list that might have been carried over to the list shown in this report.

ORS 223.307(5) authorizes the expenditure of SDCs on "the costs of complying with the provisions of ORS 223.297 to 223.314, including the costs of developing system development charge methodologies and providing an annual accounting of system development charge expenditures." To avoid spending monies for compliance that might otherwise have been spent on growth-related projects, this report also includes compliance costs as a separate cost basis. This cost basis is calculated to be 5.00 percent of the cost of the improvement fee and reimbursement fee totals.

### II.D.2. Calculated SDC

**Exhibit 2.11** below summarizes the parks SDC calculation for all four measures of level of service.

### Exhibit 2.11 – Calculated SDC

Calculated SDC		Current by Category	Future by Category	Current by Unit	
Cost Basis:					
Improvement Fee		\$ 73,537,223	\$ 73,537,223	\$ 34,737,223	\$ 73,537,223
Reimbursement Fee		-	1,752,350	-	2,391,740
Compliance Costs		3,676,861	3,764,479	1,736,861	3,796,448
Total Cost Basis		\$ 77,214,085	\$ 79,054,052	\$ 36,474,085	\$ 79,725,412
Growth in Residential Equivalents		8,626	8,626	8,626	8,626
Improvement Fee per Residential Equivalent		\$ 8,525	\$ 8,525	\$ 4,027	\$ 8,525
Reimbursement Fee per Residential Equivalent		-	203	-	277
Compliance Fee per Residential Equivalent		426	436	201	440
<b>Total SDC per Residential Equivalent</b>		<b>\$ 8,951</b>	<b>\$ 9,164</b>	<b>\$ 4,228</b>	<b>\$ 9,242</b>
Fee Schedule:		Residents per Dwelling Unit			
<b>Single-family dwelling unit</b>	<b>2.71</b>	<b>\$ 24,251</b>	<b>\$ 24,829</b>	<b>\$ 11,456</b>	<b>\$ 25,040</b>
Multi-family dwelling unit	1.82	16,290	16,678	7,695	16,819
Mobile home dwelling unit	1.98	17,683	18,104	8,353	18,258
Employee	0.05	475	487	225	491

As shown above, the maximum allowable charge is \$9,242 per residential equivalents under the future level of service by unit of measurement. The resulting SDC is \$25,040 for a single-family dwelling unit based on an estimated 2.71 residents per dwelling unit, \$16,819 for a multi-family dwelling unit based on an estimated 1.82 residents per dwelling unit, and \$18,258 for a mobile home dwelling unit based on an estimated 1.98 residents per dwelling unit.

The rate per employee is \$491 based on the equivalency calculated in **Section II.A**. The non-residential SDC is charged using an estimate of employee density per 1,000 square feet. **Exhibit 2.12** below provides a schedule for the non-residential SDC for all four level-of-service calculations based on employee density estimates from Metro.

### Exhibit 2.12 – Calculated Non-residential SDC

	Industry Grouping (SIC)	Square Feet per Employee	Employees per 1,000 Square Feet	By Category		By Unit of Measurement	
				Current (SDC per 1,000 SF)	Future (SDC per 1,000 SF)	Current (SDC per 1,000 SF)	Future (SDC per 1,000 SF)
Ag., Fish & Forest Services; Constr.; Mining	1-19	590	1.695	\$ 805.81	\$ 825.02	\$ 380.65	\$ 832.02
Food & Kindred Projects	20	630	1.587	754.65	772.63	356.48	779.20
Textile & Apparel	22, 23	930	1.075	511.22	523.40	241.49	527.84
Lumber & Wood	24	640	1.563	742.86	760.56	350.91	767.02
Furniture; Clay, Stone & Glass; Misc.	25, 32, 39	760	1.316	625.57	640.47	295.50	645.91
Paper & Allied	26	1,600	0.625	297.14	304.22	140.36	306.81
Printing, Publishing & Allied	27	450	2.222	1,056.51	1,081.69	499.07	1,090.87
Chemicals, Petroleum, Rubber, Leather	28-31	720	1.389	660.32	676.05	311.92	681.80
Primary & Fabricated Metals	33, 34	420	2.381	1,131.98	1,158.95	534.72	1,168.79
Machinery Equipment	35	300	3.333	1,584.77	1,622.53	748.61	1,636.31
Electrical Machinery, Equipment	36, 38	400	2.500	1,188.58	1,216.90	561.45	1,227.23
Transportation Equipment	37	700	1.429	679.19	695.37	320.83	701.28
TCPU--Transportation and Warehousing	40-42, 44, 45, 47	3,290	0.304	144.51	147.95	68.26	149.21
TCPU--Communications and Public Utilities	43, 46, 48, 49	460	2.174	1,033.54	1,058.17	488.22	1,067.16
Wholesale Trade	50, 51	1,390	0.719	342.04	350.19	161.57	353.16
Retail Trade	52-59	470	2.128	1,011.55	1,035.66	477.83	1,044.45
Finance, Insurance & Real Estate	60-68	370	2.703	1,284.95	1,315.57	606.98	1,326.74
Non-Health Services	70-79	770	1.299	617.44	632.16	291.66	637.52
Health Services	80	350	2.857	1,358.37	1,390.74	641.66	1,402.55
Educational, Social, Membership Services	81-89	740	1.351	642.47	657.78	303.49	663.37
Government	90-99	530	1.887	897.04	918.41	423.74	926.21

Source: Metro, "1999 Employment Density Study," Table 4.

## Section III. IMPLEMENTATION

This section addresses practical aspects of implementing parks SDCs and provides comparisons to other jurisdictions.

### III.A. INDEXING

ORS 223.304 allows for the periodic indexing of SDCs for inflation, as long as the index used is:

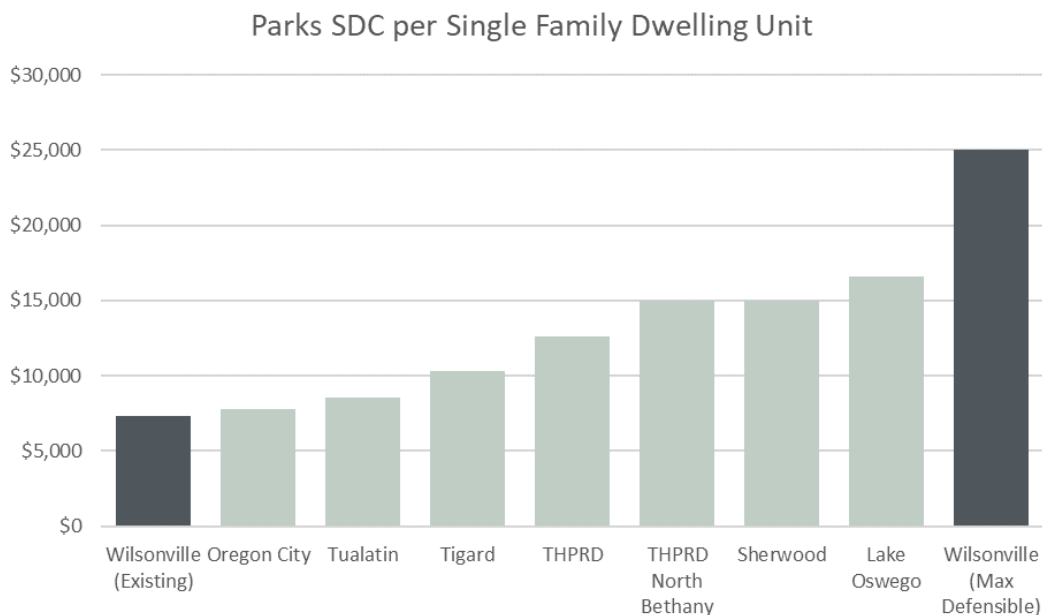
- (A) A relevant measurement of the average change in prices or costs over an identified time period for materials, labor, real property or a combination of the three;
- (B) Published by a recognized organization or agency that produces the index or data source for reasons that are independent of the system development charge methodology; and
- (C) Incorporated as part of the established methodology or identified and adopted in a separate ordinance, resolution or order.

In accordance with Oregon statutes, we recommend that the City use the *Engineering News-Record* (ENR) Construction Cost Index (CCI) Northwest (Seattle, Washington) index as the basis for adjusting SDCs annually.

### III.B. COMPARISONS

**Exhibit 3.1** below shows a comparison parks SDCs calculated for single-family homes for some relevant jurisdictions. THPRD stands for Tualatin Hills Parks and Recreation District.

**Exhibit 3.1 – Parks SDC Comparisons**





## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date:</b> June 17, 2023	<b>Subject:</b> Town Center Urban Renewal Feasibility Study (update)  <b>Staff Member:</b> Matt Lorenzen, Economic Development Manager  <b>Department:</b> Community Development	
<b>Action Required</b>	<b>Advisory Board/Commission Recommendation</b>	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b> N/A	
<b>Staff Recommendation:</b> N/A		
<b>Recommended Language for Motion:</b> N/A		
<b>Project / Issue Relates To:</b>		
<input checked="" type="checkbox"/> Council Goals/Priorities: 8. Prioritize and implement recommendations of the Urban Renewal Strategic Plan	<input checked="" type="checkbox"/> Adopted Master Plan(s): <ul style="list-style-type: none"> <li>• Town Center Plan (2019)</li> <li>• Town Center Infrastructure Funding Plan (2022)</li> <li>• Urban Renewal Strategic Plan (2022)</li> </ul>	<input type="checkbox"/> Not Applicable

### ISSUE BEFORE COUNCIL:

This item is information only at this point, but direction from Council is welcome.

## **EXECUTIVE SUMMARY:**

Urban Renewal (also known as Tax Increment Finance or “TIF”) is a public finance tool used by cities and counties to cure “blight” by supporting new development and redevelopment through the reinvestment of tax increment within a defined geographic area. When a new urban renewal area is established, a boundary is defined and the tax revenue derived from the assessed value of properties within that boundary is frozen in time. Taxing districts receive the same annual tax revenue from the properties within the boundary for the duration of the urban renewal plan that governs the urban renewal area—often 20-30+ years. As assessed value typically increases year to year, and as new development and redevelopment create new assessed value within the urban renewal area, those tax dollars (tax increment) are divided from the frozen base and set aside for Urban Renewal. The tax increment funds are used to pay for public projects and other programs that support new development and the overall revitalization of the urban renewal area.

### Urban Renewal Feasibility Study:

Several adopted plans of the City have recommended the study of urban renewal feasibility as a funding mechanism to support the construction of public infrastructure and several economic development strategies found in the Town Center Plan (2019), including most recently the Urban Renewal Strategic Plan (2022) and the Town Center Infrastructure Funding Plan (2022).

Staff has procured the services of qualified consultants, Elaine Howard Consulting and Tiberius Solutions, to complete technical work and analysis as part of the feasibility study.

Staff briefed the Council on June 19, 2023 after the first two meetings of the Urban Renewal Task Force (URTF), which is acting as the technical advisory committee for this study. At that time we had only preliminary analysis to share, as well as a project calendar which was built around a target end date of August 7, 2023, when the Council would potentially approve ballot language for an advisory vote on November 7, 2023.

Since the June 19 briefing, it has become clear that this ambitious timeline was *too* ambitious. Consequently, staff has decided to continue the feasibility study, but at a slower, more deliberate pace that will allow staff and consultants to complete thorough technical analysis and execute an effective communications plan, which the previous timeline would not have allowed for.

## **EXPECTED RESULTS:**

The Feasibility Study and associated revised timeline will provide Council, staff, and residents with the information needed in order to make an informed decision regarding the creation and scope of a new urban renewal area in Town Center.

The new timeline, if a new urban renewal plan is adopted for Town Center before October 2024, will still allow the Urban Renewal Agency (URA) to collect its first deposit of tax increment in 2026, which is the same outcome under the previous project timeline.



**(REVISED) TIMELINE:**

May 30:	Urban Renewal Task Force (URTF) - Meeting 1 (complete)
June 14:	URTF Meeting 2 – Review Preliminary Analysis (complete)
June 19:	Brief City Council (complete)
(Appx.) Aug 16:	URTF Mtg. 3 – Development assumptions & documentation of blight
September 18:	Council Briefing 2
Mid-late October:	URTF Meeting 4 – Project refinement, timing, prioritization
Late fall:	URTF Meeting 5 – Communications Plan & DRAFT Ballot Language
December:	Council Briefing 3
January-May 2024:	Execute Communications Plan
February 5, 2024:	Council consideration of FINAL ballot language and advisory vote
March 1, 2024:	Last day to submit ballot title to Clackamas County elections
May 21, 2024:	Advisory Vote on Ballot (if so directed by Council)
June-August 2024:	Prepare and adopt formal Urban Renewal Plan and accompanying Report (if so directed by Council)

**CURRENT YEAR BUDGET IMPACTS:**

The total cost of this study is \$51,348. The cost has been budgeted for and split between FY '23 and FY '24. Similarly, costs will be divided between the CD Admin budget for technical services, and the Capital Improvement Project (CIP) for Town Center Plan implementation.

**COMMUNITY INVOLVEMENT PROCESS:**

This feasibility study is guided by the Urban Renewal Task Force (URTF), an ad hoc task force of the City, convened on an as-needed basis to act as the technical advisory committee for all matters pertinent to the use of urban renewal in the City.

The URTF is chaired by Council President Kristin Akervall and is comprised of roughly 15 members that represent several interest groups including residents, affected taxing districts, planning commission, real estate development experts, land/property owners, and business owners within Town Center.

The URTF plays a critical role in defining the boundary to be studied, identifying projects and programs to be funded by urban renewal, and ensuring the study is aligned with the values and priorities of the community and affected stakeholders.

**POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

The Town Center Plan is broadly supported in the community and by Council. Many anxiously await the realization of the Plan's vision, goals, and projects. In order for this to occur, a flexible, substantive, and targeted funding source is needed. The Town Center Infrastructure Funding Plan has identified several funding sources, but ultimately finds that tax increment finance is needed in order to fill forecasted funding gaps. If an urban renewal plan is feasible and adopted in Town Center, the community benefits are many—a walkable, vibrant cultural and commercial district, hundreds of new residences, greater connectivity and safety for cyclists and pedestrians at

Wilsonville Road and across I-5 (proposed bike/ped bridge), and a stronger, more efficient tax base that increases tax revenues per acre by making new use of underutilized land already within the City.

**ALTERNATIVES:**

When the Feasibility Study is complete, the Council may choose to adopt or reject the findings. Furthermore, the Council may choose to direct staff at the conclusion of the study to refer the creation of a new urban renewal area in Town Center to the electorate for an *advisory* vote on the May 21, 2024 ballot. An advisory vote has been the tradition (but not required by City charter) in Wilsonville when the City has considered the use of urban renewal in other areas of the City previously.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. [URTF Meeting 1 Materials and Minutes](#) (link only)
2. [URTF Meeting 2 Materials and Minutes](#) (link only)

**Boards/Commissions  
Appointment List for  
July 17, 2023 Council Meeting**

Item 5.

**Diversity, Equity and Inclusion Committee – Appointment**

Appointment of David Siha to the Diversity, Equity and Inclusion Committee for a term beginning 7/17/2023 to 12/31/2023.

**Motion:** I move to ratify the appointment of David Siha to the Diversity, Equity and Inclusion Committee for a term beginning 7/17/2023 to 12/31/2023.

**CITY COUNCIL ROLLING SCHEDULE**  
**Board and Commission Meetings**  
**Items known as of 06/21/23**

Item 6.

**July**

7/19	Wednesday	5:00 pm	Arts, Culture & Heritage Comm.	Council Chambers
7/24	Monday	6:30 pm	DRB Panel B	Council Chambers

**August**

8/7	Monday	7:00 pm	City Council	Council Chambers
8/8	Tuesday	6:00 pm	DEI & DEI Lecture Series Subcommittee	Council Chambers
8/9	Wednesday	6:00 pm	Planning Commission	Council Chambers
8/14	Monday	6:30 pm	DRB A	Council Chambers
8/16	Wednesday	5:00 pm	ACHC	Library
8/21	Monday	7:00 pm	City Council	Council Chambers
8/28	Monday	6:30 pm	DRB B	Council Chambers
8/29	Tuesday	6:30 pm	Metro – CEC	Council Chambers

**Community Events:**

**July** Summer Reading Program

- 7/18 YMCA – Stop Motion: Out of this World Camp, 8:30 am, Tauchman House  
 Session 1 Learn-to-Ride Bike Clinic, 9:00 am, Lowrie Primary School, bus loop area  
 Soccer Shots Summer Camp, 9:00 am, Memorial Park  
 Intermediate Wilderness Survival, 9:00 am, Mary S. Young Park (in West Linn)  
 ODHS Drop-In Assistance, 10:00 am – Library  
 Session 2 Learn-to-Ride Bike Clinic, 10:15 am, Lowrie Primary School, bus loop area  
 Baby & Toddler Time, 10:30 am – Library  
 Baby & Toddler Time, 11:15 am – Library  
 ODHS Drop-In Assistance, 1:00 pm, Library  
 Teen Event: Flash Fiction Workshop, 2:00 pm, Library – Oak Room  
 Beginning Tai Chi, 3:00 pm, Community Center  
 Barre Stretch & Tone, 5:45 pm, Community Center  
 Gentle Flow Yoga, 7:15 pm, Community Center
- 7/19 YMCA – Stop Motion: Out of this World Camp, 8:30 am, Tauchman House  
 Health Bones and Balance, 8:30 am, Community Center  
 Session 1 Learn-to-Ride Bike Clinic, 9:00 am, Lowrie Primary School, bus loop area  
 Soccer Shots Summer Camp, 9:00 am, Memorial Park  
 Intermediate Wilderness Survival, 9:00 am, Mary S. Young Park (in West Linn)

Advanced Healthy Bones and Balance, 9:30 am, Community Center  
 Session 2 Learn-to-Ride Bike Clinic, 10:15 am, Lowrie Primary School, bus loop area  
 Stories & Science, 10:30 am, Library – Oak Room  
 Walk at Lunch – Benny’s Donuts, 12:00 pm, 8261 SW Wilsonville Rd, Unit D  
 PROFILES (online) 11:00 am, Library  
 Stories & Science, 12:00 pm, Library – Oak Room  
 Walk at Lunch, Benny’s Donuts, 12:00 pm  
 Focus, Attention, Anxiety & Stress Relief Session II, 5:45 pm, Community Center

7/20 YMCA – Stop Motion: Out of this World Camp, 8:30 am, Tauchman House  
 Gentle Yoga, 8:30 am, Community Center  
 Session 1 Learn-to-Ride Bike Clinic, 9:00 am, Lowrie Primary School, bus loop area  
 Soccer Shots Summer Camp, 9:00 am, Memorial Park  
 Intermediate Wilderness Survival, 9:00 am, Mary S. Young Park (in West Linn)  
 Session 2 Learn-to-Ride Bike Clinic, 10:15 am, Lowrie Primary School, bus loop area  
 Thursday Fun Show: JuggleMania, 11:00 am, Grove Shelter at Memorial Park  
 Walking Book Club, 1:00 pm, Library  
 Ladies Afternoon Out, 1:00 pm, Community Center  
 Beginning Tai Chi, 3:00 pm, Community Center  
 Restorative Yoga, 7:15 pm, Community Center

7/21 YMCA – Stop Motion: Out of this World Camp, 8:30 am, Tauchman House  
 Health Bones and Balance, 8:30 am, Community Center  
 Session 1 Learn-to-Ride Bike Clinic, 9:00 am, Lowrie Primary School, bus loop area  
 Soccer Shots Summer Camp, 9:00 am, Memorial Park  
 Intermediate Wilderness Survival, 9:00 am, Mary S. Young Park (in West Linn)  
 Advanced Healthy Bones and Balance, 9:30 am, Community Center  
 Session 2 Learn-to-Ride Bike Clinic, 10:15 am, Lowrie Primary School, bus loop area

7/22 Barre Sculpt, 9:00 am, Community Center  
 Soccer Shots, 9:00 am, Memorial Park

7/23 Women of the Stars Class, 1:30 pm, Library

7/24 YMCA – Y-Chefs: Snack Attack Camp, 8:30 am, Tauchman House  
 Healthy Bones and Balance, 8:30 am, Community Center  
 Fish, Forage, Fire! Summer Camp, 9:00 am, Mary S. Young Park (in West Linn)  
 Advanced Healthy Bones and Balance, 9:30 am, Community Center  
 Long Term Care 101, 10:30 am, Community Center  
 Body Sculpt, 6:00 pm, Community Center

7/25 YMCA – Y-Chefs: Snack Attack Camp, 8:30 am, Tauchman House  
 Fish, Forage, Fire! Summer Camp, 9:00 am, Mary S. Young Park (in West Linn)  
 ODHS Drop-In Assistance, 10:00 am – Library  
 Baby & Toddler Time, 10:30 am – Library  
 Baby & Toddler Time, 11:15 am – Library  
 ODHS Drop-In Assistance, 1:00 pm, Library

Teen Event: Party in the Park, 2:00 pm, Library – Oak Room  
 Beginning Tai Chi, 3:00 pm, Community Center  
 Barre Stretch & Tone, 5:45 pm, Community Center  
 Gentle Flow Yoga, 7:15 pm, Community Center

- 7/26 Americans with Disability Act – All Day  
 YMCA – Y-Chefs: Snack Attack Camp, 8:30 am, Tauchman House  
 Healthy Bones and Balance, 8:30 am, Community Center  
 Fish, Forage, Fire! Summer Camp, 9:00 am, Mary S. Young Park (in West Linn)  
 Advanced Healthy Bones and Balance, 9:30 am, Community Center  
 Stories & Science, 10:30 am, Library – Oak Room  
 Stories & Science, 12:00 pm, Library – Oak Room  
 Walk at Lunch, 12:00 pm, Revitalize Health & Wellness, 29702 Town Center Loop W, Ste C  
 Focus, Attention, Anxiety & Stress Relief Session II, 5:45 pm, Community Center
- 7/27 YMCA – Stop Motion: Out of this World Camp, 8:30 am, Tauchman House  
 Gentle Yoga, 8:30 am, Community Center  
 Fish, Forage, Fire! Summer Camp, 9:00 am, Mary S. Young Park (in West Linn)  
 Thursday Fun Show: The Reptile Man, 11:00 am, Grove Shelter at Memorial Park  
 Ladies Afternoon Out, 1:00 pm, Community Center  
 Beginning Tai Chi, 3:00 pm, Community Center  
 Restorative Yoga, 7:15 pm, Community Center
- 7/28 YMCA – Y-Chefs: Snack Attack Camp, 8:30 am, Tauchman House  
 Healthy Bones and Balance, 8:30 am, Community Center  
 Fish, Forage, Fire! Summer Camp, 9:00 am, Mary S. Young Park (in West Linn)  
 Advanced Healthy Bones and Balance, 9:30 am, Community Center  
 Movies in the Park: Vivo, 8:45 pm, Edelweiss Park – Villebois
- 7/29 Barre Sculpt, 9:00 am, Community Center  
 Soccer Shots, 9:00 am, Memorial Park  
 Korean War Armistice Day Ceremony & Grand Opening of the Oregon Korean War Interpretive Center, 10:00 am, Town Center Park
- 7/30 Women of the Stars Class, 1:30 pm, Library
- 7/31 Healthy Bones and Balance, 8:30 am, Community Center  
 Chess Wizards Camp, 9:00 am, Parks & Rec Administrative Building  
 Intermediate Wilderness Survival, 9:00 am, Mary S. Young Park (in West Linn)  
 Advanced Healthy Bones and Balance, 9:30 am, Community Center  
 Life 101 Lecture Series: Nutrition and Food Myths, 10:30 am, Community Center  
 Body Sculpt, 6:00 pm, Community Center

### **August Summer Reading Program**

- 8/1 Chess Wizards Camp, 9:00 am, Parks & Rec Administrative Building  
 Intermediate Wilderness Survival, 9:00 am, Mary S. Young Park (in West Linn)

ODHS Drop-In Assistance, 10:00 am – Library  
 ODHS Drop-In Assistance, 1:00 pm, Library  
 Beginning Tai Chi, 3:00 pm, Community Center  
 Barre Stretch & Tone, 5:45 pm, Community Center  
 Gentle Flow Yoga, 7:15 pm, Community Center

- 8/2 Healthy Bones and Balance, 8:30 am, Community Center  
 Chess Wizards Camp, 9:00 am, Parks & Rec Administrative Building  
 Intermediate Wilderness Survival, 9:00 am, Mary S. Young Park (in West Linn)  
 Advanced Healthy Bones and Balance, 9:30 am, Community Center  
 Community Bike Ride, 10:00 am, Hathaway Park  
 PROFILES (online) 11:00 am, Library  
 Focus, Attention, Anxiety & Stress Relief Session II, 5:45 pm, Community Center  
 Science Kids: Oregon Rocks!, 6:00 pm, Library
- 8/3 Gentle Yoga, 8:30 am, Community Center  
 Chess Wizards Camp, 9:00 am, Parks & Rec Admin Bldg  
 Intermediate Wilderness Survival, 9:00 am, Mary S Young Park  
 Science Kids: Shark Shenanigans!, 10:30 am, Library  
 Science Kids: Shark Shenanigans!, 1:00 am, Library  
 Beginning Tai Chi, 3:00 pm, Community Center  
 Restorative Yoga, 7:15 pm, Community Center
- 8/4 Healthy Bones and Balance, 8:30 am, Community Center  
 Chess Wizards Camp, 9:00 am, Parks & Rec Administrative Building  
 Intermediate Wilderness Survival, 9:00 am, Mary S. Young Park (in West Linn)  
 Advanced Healthy Bones and Balance, 9:30 am, Community Center  
 First Friday Films, 3:00 pm, Library
- 8/5 Barre Sculpt, 9:00 am, Community Center  
 Soccer Shots, 9:00 am, Memorial Park
- 8/6 Community Bike Ride, 10:00 am, Walt Morey Park
- 8/7 YMCA – Bugs Life Camp, 8:30 am, Memorial Park River Shelter  
 YMCA – All Ball Camp, 8:30 am, Memorial Park Ballfield  
 Healthy Bones and Balance, 8:30 am, Community Center  
 Ninja Warrior Parkour Camp, 9:00 am, Mary S. Young Park (in West Linn)  
 Advanced Wilderness Survival, 9:00 am, Mary S. Young Park (in West Linn)  
 Advanced Healthy Bones and Balance, 9:30 am, Community Center  
 Life 101 Lecture Series: Functional Fitness for Older Adults, 10:30 am, Community Center  
 Body Sculpt, 6:00 pm, Community Center
- 8/8 YMCA – Bugs Life Camp, 8:30 am, Memorial Park River Shelter  
 YMCA – All Ball Camp, 8:30 am, Memorial Park Ballfield  
 Ninja Warrior Parkour Camp, 9:00 am, Mary S. Young Park (in West Linn)  
 Advanced Wilderness Survival, 9:00 am, Mary S. Young Park (in West Linn)

Science Kids: OMSI Wee Wonders, 10:00 am, Library  
 Caregiver/Alzheimer's Support Group, 1:00 pm, Charbonneau Activity Center  
 ODHS Drop-In Assistance, 1:00 pm, Library  
 Beginning Tai Chi, 3:00 pm, Community Center  
 Barre Stretch & Tone, 5:45 pm, Community Center

8/9 International Day of the World's Indigenous People, All Day  
 YMCA – Bugs Life Camp, 8:30 am, Memorial Park River Shelter  
 YMCA – All Ball Camp, 8:30 am, Memorial Park Ballfield  
 Ninja Warrior Parkour Camp, 9:00 am, Mary S. Young Park (in West Linn)  
 Advanced Wilderness Survival, 9:00 am, Mary S. Young Park (in West Linn)  
 Science Kids: OMSI Marvelous Magnets, 1:00 pm, Library  
 Science Kids: OMSI Marvelous Magnets, 2:30 pm, Library  
 Focus, Attention, Anxiety & Stress Relief Session II, 5:45 pm, Community Center

8/10 YMCA – Bugs Life Camp, 8:30 am, Memorial Park River Shelter  
 YMCA – All Ball Camp, 8:30 am, Memorial Park Ballfield  
 Gentle Yoga, 8:30 am, Community Center  
 Ninja Warrior Parkour Camp, 9:00 am, Mary S. Young Park (in West Linn)  
 Advanced Wilderness Survival, 9:00 am, Mary S. Young Park (in West Linn)  
 Science Kids: OMSI School of Rocks, 1:00 pm, Library  
 Science Kids: OMSI School of Rocks, 2:30 pm, Library  
 Beginning Tai Chi, 3:00 pm, Community Center  
 Restorative Yoga, 7:15 pm, Community Center

8/11 YMCA – Bugs Life Camp, 8:30 am, Memorial Park River Shelter  
 YMCA – All Ball Camp, 8:30 am, Memorial Park Ballfield  
 Healthy Bones and Balance, 8:30 am, Community Center  
 Ninja Warrior Parkour Camp, 9:00 am, Mary S. Young Park (in West Linn)  
 Advanced Wilderness Survival, 9:00 am, Mary S. Young Park (in West Linn)  
 Advanced Healthy Bones and Balance, 9:30 am, Community Center  
 Movies in the Park: Super Pets, 8:30 pm, Town Center Park

8/12 Barre Sculpt, 9:00 am, Community Center  
 Soccer Shots, 9:00 am, Memorial Park  
 Oil Painting, 10:00 am, Parks & Rec Admin Building  
 Skate Jam, 1:00 pm, Memorial Park Skate Park

8/14 YMCA – Soccer Camp, 8:30 am, Memorial Park Soccer Field  
 YMCA – Outdoor Science Camp, 8:30 am, Memorial Park River Shelter  
 Healthy Bones and Balance, 8:30 am, Community Center  
 Crafter's Camp, 9:00 am, Mary S. Young Park (in West Linn)  
 Advanced Healthy Bones and Balance, 9:30 am, Community Center  
 Body Sculpt, 6:00 pm, Community Center

8/15 YMCA – Soccer Camp, 8:30 am, Memorial Park Soccer Field  
 YMCA – Outdoor Science Camp, 8:30 am, Memorial Park River Shelter



Crafter's Camp, 9:00 am, Mary S. Young Park (in West Linn)  
 ODHS Drop-In Assistance, 10:00 am – Library  
 ODHS Drop-In Assistance, 1:00 pm, Library  
 Beginning Tai Chi, 3:00 pm, Community Center  
 Barre Stretch & Tone, 5:45 pm, Community Center  
 Gentle Flow Yoga, 7:15 pm, Community Center

8/16 YMCA – Soccer Camp, 8:30 am, Memorial Park Soccer Field  
 YMCA – Outdoor Science Camp, 8:30 am, Memorial Park River Shelter  
 Healthy Bones and Balance, 8:30 am, Community Center  
 Crafter's Camp, 9:00 am, Mary S. Young Park (in West Linn)  
 Advanced Healthy Bones and Balance, 9:30 am, Community Center  
 Focus, Attention, Anxiety & Stress Relief Session II, 5:45 pm, Community Center

8/17 YMCA – Soccer Camp, 8:30 am, Memorial Park Soccer Field  
 YMCA – Outdoor Science Camp, 8:30 am, Memorial Park River Shelter  
 Gentle Yoga, 8:30 am, Community Center  
 Crafter's Camp, 9:00 am, Mary S. Young Park (in West Linn)  
 Walking Book Club, 1:00 pm, Library  
 Beginning Tai Chi, 3:00 pm, Community Center  
 Restorative Yoga, 7:15 pm, Community Center

8/18 YMCA – Soccer Camp, 8:30 am, Memorial Park Soccer Field  
 YMCA – Outdoor Science Camp, 8:30 am, Memorial Park River Shelter  
 Healthy Bones and Balance, 8:30 am, Community Center  
 Crafter's Camp, 9:00 am, Mary S. Young Park (in West Linn)  
 Advanced Healthy Bones and Balance, 9:30 am, Community Center

8/19 Barre Sculpt, 9:00 am, Community Center  
 Soccer Shots, 9:00 am, Memorial Park  
 Space Talks, 11:00 am, Library  
 Concert: Portland Lesbian Choir, 2:00 pm, Library

8/21 National Senior Citizens Day, All Day  
 YMCA – Ultimate Sports Camp, 8:30 am, Edelweiss Park  
 Healthy Bones and Balance, 8:30 am, Community Center  
 Advanced Wilderness Survival, 9:00 am, Mary S. Young Park (in West Linn)  
 Advanced Healthy Bones and Balance, 9:30 am, Community Center  
 Genealogy Club, 1:00 pm, Library  
 Body Sculpt, 6:00 pm, Community Center

8/22 YMCA – Ultimate Sports Camp, 8:30 am, Edelweiss Park  
 Intro to Wilderness Survival, 9:00 am, Mary S Young Park  
 ODHS Drop-In Assistance, 10:00 am – Library  
 ODHS Drop-In Assistance, 1:00 pm, Library  
 Beginning Tai Chi, 3:00 pm, Community Center  
 Barre Stretch & Tone, 5:45 pm, Community Center

Gentle Flow Yoga, 7:15 pm, Community Center

- 8/23 YMCA – Ultimate Sports Camp, 8:30 am, Edelweiss Park  
 Healthy Bones and Balance, 8:30 am, Community Center  
 Intro to Wilderness Survival, 9:00 am, Mary S Young Park  
 Advanced Healthy Bones and Balance, 9:30 am, Community Center  
 Focus, Attention, Anxiety & Stress Relief Session II, 5:45 pm, Community Center
- 8/24 YMCA – Ultimate Sports Camp, 8:30 am, Edelweiss Park  
 Gentle Yoga, 8:30 am, Community Center  
 Intro to Wilderness Survival, 9:00 am, Mary S Young Park  
 Minor Bike Repairs – Town Center Park/Party in the Park, 5:30 pm, Town Center Park  
 Community in the Park, 5:30 pm, Town Center Park  
 Community Bike Ride, 6:00 pm, Town Center Park  
 Restorative Yoga, 7:15 pm, Community Center
- 8/25 YMCA – Ultimate Sports Camp, 8:30 am, Edelweiss Park  
 Healthy Bones and Balance, 8:30 am, Community Center  
 Intro to Wilderness Survival, 9:00 am, Mary S Young Park  
 Advanced Healthy Bones and Balance, 9:30 am, Community Center  
 Movies in the Park: Strange World, 8:15 pm, Memorial Park – River Shelter
- 8/26 Barre Sculpt, 9:00 am, Community Center  
 Soccer Shots, 9:00 am, Memorial Park
- 8/28 Healthy Bones and Balance, 8:30 am, Community Center  
 Advanced Healthy Bones and Balance, 9:30 am, Community Center  
 Body Sculpt, 6:00 pm, Community Center
- 8/29 ODHS Drop-In Assistance, 10:00 am – Library  
 ODHS Drop-In Assistance, 1:00 pm, Library  
 Barre Stretch & Tone, 5:45 pm, Community Center  
 Gentle Flow Yoga, 7:15 pm, Community Center
- 8/30 Raksha Bandham, All Day  
 Healthy Bones and Balance, 8:30 am, Community Center  
 Advanced Healthy Bones and Balance, 9:30 am, Community Center  
 Focus, Attention, Anxiety & Stress Relief Session II, 5:45 pm, Community Center
- 8/31 Restorative Yoga, 7:15 pm, Community Center



## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date: July 17, 2023</b>		<b>Subject: Resolution No. 3021</b> - Authorizing the City Manager to Execute Guaranteed Maximum Price Amendment No. 2 to the Progressive Design-Build Agreement for the Boeckman Road Corridor Project with Tapani Sundt A Joint Venture – (CIP#s 2102, 4205, 4206, 4212, and 7067)	
		<b>Staff Member:</b> Andrew Barrett, P.E. Capital Projects Manager and Nancy Kraushaar, P.E., Project Engineer	
		<b>Department:</b> Community Development	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable	
		<b>Comments:</b> N/A	
<b>Staff Recommendation:</b> Staff recommends Council adopt the Consent Agenda.			
<b>Recommended Language for Motion:</b> I move to adopt the Consent Agenda.			
<b>Project / Issue Relates To:</b>			
<input checked="" type="checkbox"/> Council Goals/Priorities: Goal 1.5. Implement existing transportation plans and advance planning efforts to improve our local transportation network.	<input checked="" type="checkbox"/> Adopted Master Plan(s): Transportation System Plan Project UU-01	<input type="checkbox"/> Not Applicable	

### ISSUE BEFORE COUNCIL:

A City of Wilsonville Resolution approving Amendment No. 2, Guaranteed Maximum Price 2 (GMP 2), to the Progressive Design-Build Agreement with Tapani|Sundt, a Joint Venture, for the Boeckman Road Corridor Project (BRCP) in the amount of \$2,740,777.23.

## EXECUTIVE SUMMARY:

At their June 6, 2022 meeting the City Council approved Resolution No. 2976 authorizing the Progressive Design Build (PDB) agreement with Tapani|Sundt, a Joint Venture in association with KPFF (Design-Builder), for engineering design, environmental permitting, and right-of-way acquisition support services for the BRCP, with provisions to negotiate a Guaranteed Maximum Price (GMP) for individual construction packages. Each GMP requires authorization by the City Council and Urban Renewal Agency through an amendment to the PDB agreement prior to proceeding with construction activities. The Council and Urban Renewal Agency authorized GMP 1 through Resolution No. 3020 and URA Resolution No. 335 on February 23, 2023.

This is the second of three GMPs expected to complete the BRCP, which in its entirety consists of the following five adjacent and interconnected high priority Capital Improvement Projects (CIP):

- Boeckman Road Sanitary Sewer – CIP #2102 – extends sanitary sewer service to the Frog Pond development areas.
- Boeckman Road Street Improvements – CIP #4205 – completes urban street design standards that will serve all transportation modes and connect neighborhoods and local schools.
- Canyon Creek/Boeckman Intersection – CIP #4206 – addresses intersection capacity needs at Canyon Creek Road.
- Boeckman Dip Bridge – CIP #4212 – improves city-wide transportation connectivity and safety concerns associated with the Boeckman “Dip” and will re-establish fish and wildlife passage through culvert removal and creek channel restoration
- Meridian Creek Culvert Replacement – CIP #7067 – replaces undersized culverts at Meridian Creek.



Given the complexities of the BRCP, the PDB project delivery approach offers several advantages over the more traditional Design-Bid-Build approach (such as collaboration between design and construction teams, schedule flexibility, cost efficiencies, scope adaptability, and reduced public impacts). For the BRCP, the GMPs represent one of the most significant advantages of the PDB approach by allowing adaptable phased construction and early material procurement, both of which will expedite the overall project duration.

The BRCP project team prepared GMP 2 to deliver timely progression of project elements and an efficient project schedule. GMP 2 includes the replacement of two 12-inch diameter undersized culverts with three 24-inch reinforced concrete pipes to provide adequate capacity to convey Meridian Creek flows under Boeckman Road just west of SW Willow Creek Drive. The project will reroute the pipes in order to divert creek flows away from the neighboring property. The

construction timing targets the 2023 “in water work window” limits (July 15 – October 15). The work will require:

- Relocating conflicting City water and Northwest Natural gas underground utilities
- A temporary bypass for Meridian Creek
- Undersized culvert removal and new culvert installation
- Traffic control
- Retaining wall construction
- Erosion control and turbidity monitoring
- DSL and Corps of Engineers permit compliance including wetland replanting
- Roadway reconstruction, and
- Engineer of Record (KPFF) construction services

GMP 2 also includes:

- Demolishing the vacant house (city-owned) at 7550 Boeckman Road and decommissioning the associated existing well and septic system
- A \$615,000 allowance for purchase of bridge piles and design of girders and bridge abutment walls by the supplier in anticipation of potential long lead times and assuring availability when needed for the bridge construction, and
- Fees and costs in accordance with the PDB agreement

The schedule will benefit from having this additional work completed and allowance available while design work is completed for the Boeckman Road improvements and the bridge.

GMP 2 was prepared in accordance with the PDB agreement. The Design-Builder, City staff, and the City’s Owner’s Representative (Consort Engineers) negotiated GMP 2. An independent cost estimator (ICE) provided review of all pay items, quantities, and bid prices. In accordance with the PDB Agreement, the Design-Builder has included in their Scope of Work (attached to Resolution No. 3021) the list of trades or suppliers for which competitive pricing will be obtained and the work will be subcontracted. Included are twenty four categories where qualified subcontractors or suppliers have been selected to perform project work based on low bid. These processes demonstrate how the GMP 2 is engaging in competitive pricing in compliance with Oregon public contracting requirements and favoritism is not being encouraged through the PDB process.

#### **EXPECTED RESULTS:**

GMP 2 allows the Design-Builder to perform certain work recommended to most efficiently deliver the project in order to complete the BRCP by the end of 2024.

#### **TIMELINE:**

The current project schedule indicates the GMP 2 work will begin in mid-August 2023 and be complete in December 2023.

**CURRENT YEAR BUDGET IMPACTS:**

The budget for Fiscal Year (FY) 23/24 includes funding for owner's representative services, engineering design, right-of-way acquisition, construction, contract administration, and overhead for the BRCP. GMP 2 includes Meridian Creek culvert replacement, Boeckman Road improvements, and advance work for the Boeckman Dip Bridge with a total not to exceed value of \$2,740,777. The source of project funds for the GMP 2 work include Stormwater Operation (Ops) and System Development Charges (SDC), Road SDC, Frog Pond Infrastructure Fee, Year 2000 Urban Renewal Agency (URA), and Road Capital Improvement Program (CIP) as summarized below:

CIP No.	Project Name	Funding Source	Project Total	FY 2023-2024 Budget	GMP #2 Amount
2102	Boeckman Rd Sanitary Improvements	Sewer SDC/ Frog Pond Fee	\$1,548,726	\$5,000	n/a
4205	Boeckman Rd Street Improvements	Road SDC/Frog Pond Fee	\$6,300,040	\$4,382,795	\$623,439
4206	Canyon Creek/Boeckman Roundabout	Road SDC	\$2,879,155	2,450,000	n/a
4212	Boeckman Dip Bridge	Road CIP/Year 2000 URA	\$21,299,526	16,306,532	\$651,535
7067	Meridian Creek Culvert Replacement	Storm Ops/SDC	\$471,307	\$372,015	\$1,465,803
TOTAL			\$32,498,754	\$23,516,342	\$2,740,777

The work associated with GMP 2 is within the authorized budgeted amounts for the BRCP with the exception of CIP No. 7067, Meridian Creek Culvert Replacement. GMP #2 reflects previously unanticipated additional scope mandated by environmental permitting requirements, site and topographic constraints for the three new larger culverts, and extreme inflation that has increased construction costs to record levels in the last two years. The larger BRCP is facing the same severe inflation issue, and the project team will be reviewing the scope and budget to develop solutions to see the project through. Staff recommends moving forward with this discrete project phase, GMP 2, and will be looking for any cost savings as construction advances.

A budget supplemental increasing the project cost by approximately \$1.1 million will be required with funding provided from additional drawdowns of the Stormwater Operating and Stormwater SDC fund balances or by relocating existing other Stormwater related project budgets. The Stormwater Operating Fund and Stormwater SDC Fund have existing budgeted contingency balance of \$1.6 million and \$4.0 respectively. Staff is working with the Finance Director on the budget supplemental, anticipated for October. This BRCP project is included in the City's five-year capital improvement plan and will carry into the next fiscal year.

**COMMUNITY INVOLVEMENT PROCESS:**

After public vetting and adoption into master plans, the Frog Pond Master Plan, and the Urban Renewal Year 2000 Plan amendment, the BRCP design began in early 2022. BRCP public outreach

activities kicked off and now include frequent project updates to the community and opportunities to provide feedback on project priorities and concerns. The project team has sponsored several public events have been held, including the 2022 Block Party, Popsicles in the Park, two open houses at Meridian Creek Middle School, and a project survey on Let's Talk, Wilsonville!

Ongoing outreach and public participation (specifically information about the full road closure while the bridge is constructed) occurs through the project website, the monthly project e-newsletter, text alerts about travel conditions related to the project, Boones Ferry Messenger articles, and a project survey on *Let's Talk Wilsonville*. The project team continues to communicate with individual stakeholders.

Link to the project website and news updates:

<https://www.ci.wilsonville.or.us/engineering/page/boeckman-road-corridor-news-and-updates>

#### **POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

The BRCP includes roadway improvements necessary to provide safe and accessible transportation infrastructure, improving the City's local transportation network and benefitting the community. Upsizing and realigning the existing Meridian Creek culverts will alleviate potential flooding risks and property damage. The future roundabout at the Canyon Creek/Boeckman intersection will offer a safer, more efficient transportation connection along an important school access route and transition between office/industrial on the north and west to residential neighborhoods on the south and east. The future bridge will flatten the "dip", provide safer travel conditions for all users, and improve fish and wildlife habitat in the watershed. The sanitary sewer extension will serve the Frog Pond development areas.

#### **ALTERNATIVES:**

Resolution No. 3021 is recommended at this time to allow an efficient progression of the BRCP construction and complete the project by December 2024. If GMP 2 is not approved at this time, the Council could either delay the approval, include it in future GMPs or decide to depart from the PDB delivery approach and publicly bid the items in GMP 2. Schedule delays are expected and costs may increase for all of these alternatives. Schedule delays will extend the overall BRCP project construction timeline well in to 2025.

#### **CITY MANAGER COMMENT:**

N/A

#### **ATTACHMENTS:**

1. Resolution No. 3021
  - A. Guaranteed Maximum Price Amendment #2 to the Progressive Design-Build Contract for the Meridian Creek Culvert Replacement, Boeckman Road Improvements, and Advance Work for the Boeckman Dip Bridge of the Boeckman Road Corridor Project

## RESOLUTION NO. 3021

**A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING THE CITY MANAGER TO EXECUTE GUARANTEED MAXIMUM PRICE (GMP) AMENDMENT NO. 2 TO THE PROGRESSIVE DESIGN-BUILD AGREEMENT FOR THE BOECKMAN ROAD CORRIDOR PROJECT WITH TAPANI|SUNDT A JOINT VENTURE.**

WHEREAS, the City has planned and budgeted for the completion of Capital Improvement Projects #2102, 4205, 4206, 4212, and 7067, known as the Boeckman Road Corridor project (the Project); and

WHEREAS, the City Council approved Resolution No. 2916 on August 2, 2021 authorizing use of a Progressive Design Build (PDB) contracting method for design and construction of the BRCP; and

WHEREAS, the City Council approved Resolution No. 2976 on June 6, 2022 authorizing the Progressive Design Build Agreement (“Agreement”) for design-build services with Tapani|Sundt A Joint Venture;

WHEREAS, the City Council approved Resolution No. 3020 on February 23, 2023 authorizing Guaranteed Maximum Price Amendment No. 1 (GMP 1) to the Agreement with Tapani|Sundt A Joint Venture;

WHEREAS, the City’s processes for approving progressive design build contracting and selecting Tapani|Sundt A Joint Venture are compliant with ORS 279C.335 and OAR 137-049-0670 and related Oregon public contracting laws and regulations; and

WHEREAS, the Agreement includes provisions to negotiate a Guaranteed Maximum Price (GMP) for individual construction packages; and

WHEREAS, each GMP requires authorization by City Council and Urban Renewal Agency through an amendment to the PDB agreement prior to proceeding with construction activities;

WHEREAS, GMP 2 has been prepared and negotiated in accordance with the Agreement in the amount of \$2,740,777.23.

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

Section 1. The Wilsonville City Council finds that GMP 2 has been prepared and negotiated in accordance with the Progressive Design Build Agreement for the BRCP.



Section 2. The City Council, acting as the Local Contract Review Board, authorizes the City Manager to enter into and execute, on behalf of the City of Wilsonville, Guaranteed Maximum Price Amendment No. 2 to the Progressive Design Build Agreement with Tapani|Sundt A Joint Venture for a not-to-exceed amount of \$2,740,777.23.

Section 3. Effective Date. This Resolution is effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 17<sup>th</sup> day of July, 2023, and filed with the Wilsonville City Recorder this date.

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JULIE FITZGERALD, MAYOR

ATTEST:

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Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Fitzgerald

Council President Akervall

Councilor Linville

Councilor Berry

Councilor Dunwell

EXHIBIT:

- A. Resolution No. 3021 Exhibit A – Guaranteed Maximum Price Amendment No. 2 to the Progressive Design-Build Contract for the Meridian Creek Culvert Replacement, Boeckman Road Improvements, and Advance Work for the Boeckman Dip Bridge of the Boeckman Road Corridor Project

**GUARANTEED MAXIMUM PRICE AMENDMENT TO THE  
PROGRESSIVE DESIGN-BUILD CONTRACT  
FOR THE MERIDIAN CREEK CULVERT REPLACEMENT, BOECKMAN ROAD  
IMPROVEMENTS, AND ADVANCED WORK FOR BOECKMAN DIP BRIDGE OF  
THE BOECKMAN ROAD CORRIDOR PROJECT**

Agreement # 220780  
Amendment No.2, GMP 2  
Project Number: CIP #4212, 4206, 4205, 2102, 7067

This Amendment to the Progressive Design-Build Contract ("Agreement") is entered into effective \_\_\_\_\_ between the City of Wilsonville, Oregon ("City") and Tapani/Sundt, A Joint Venture ("Design-Builder") and amends the Progressive Design-Build Contract Boeckman Road Corridor Project between City and Design-Builder dated 6/15/2022.

The Agreement is revised as follows:

1. **Project Scope.** Design-Builder shall complete the House Demolition and Meridian Creek Culvert Replacement ("GMP Work"). The GMP Work is described in more detail in the attached Exhibit A – Scope of Work: Design-Builder is required to furnish all materials, labor, water, tools, power, equipment, transportation, and other work needed to construct the GMP Work.
2. **Contract Documents.** This Amendment consists of the main text of this Amendment and the following exhibits:
  - a. Exhibit A – Scope of Work
    - i A.1 – Construction Services Scope of Work
    - ii A.2 – Engineering Services During Construction Scope of Work
  - b. Exhibit B – GMP Supporting Documents
    - i B.1 - Schedule of Values
    - ii B.2 - Engineer's Fee
    - iii B.3 – Assumptions and Clarifications
    - iv B.4 – Equipment Rates
    - v B.5 – Labor Rates
    - vi B.6 – Construction Schedule
    - vii B.7 – Permitting Strategy Plan
    - viii B.8 – Right of Way Acquisition Plan
  - c. Exhibit C – Construction Proposal Documents
    - i C.1 - Key Personnel
    - ii C.2 – Construction Document Index
    - iii C.3 – Procurement Plan
    - iv C.4 – Procurement Method
    - v C.5 – Subcontractor and Suppliers
    - vi C.6 – Selected Subcontractors and Suppliers

3. **GMP.** The parties agree that the Guaranteed Maximum Price ("GMP") for the Project is \$2,740,777.23, consisting of the Estimated Cost of the Work, Contingencies, and Allowances, summarized as follows:

Estimated Cost of Work	\$1,586,495.83
Contingency	\$121,604.64
Contractor Fee (Design Builder's Percentage Fee)	\$222,053.06
Engineering Services for Construction	\$110,602.04
Owner Directed Allowance	\$700,021.66

<b>GMP Total (Total of Above)</b>	<b>\$2,740,777.23</b>
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- 4. Basis of GMP.** The GMP is based on the GMP Supporting Documents included as Exhibit B, including the contingencies, allowances, assumptions, exclusions, unit prices, and schedule designated in those documents. The GMP Supporting Documents are based on the Preliminary Engineering and any Construction Documents approved by the City. The Design-Build Documents remain in full force and effect; this Basis of GMP supplements design document requirements but does not replace them.

**4.1 GMP Encompasses Further Design Development.** Design-Builder represents that the Drawings and Specifications upon which the Guaranteed Maximum Price is based are approximately 90% complete and that the Drawings and Specifications will require further development from Design-Builder's design team. In deriving the Guaranteed Maximum Price stated herein, Design-Builder has already anticipated and provided for this further design development and has included in the Guaranteed Maximum Price all costs expected or which reasonably could be expected for further design development, engineering and consultant services and reports, the creation and finalization of construction documents and issued-for-construction drawings, all design-team contract administration services and site visits, and all construction labor, materials, equipment, general conditions, fee and all other costs necessary, incidental or inferable from the documents, physical access to the site, and information available to date in order to design and build the Project consistent with the Owner's Project Criteria, the scope description, the Drawings and Specifications, and all other design and Owner-supplied information to date. The Guaranteed Maximum Price does not include significant changes in Project scope, systems, kinds and quality of materials, finishes or equipment after the date hereof, all of which, if required, shall be incorporated by Change Order or Construction Change Directive. By executing the Contract and upon execution of each Amendment to the Contract, the Design-Builder is deemed to have included in the Guaranteed Maximum Price sufficient amounts to cover all of its obligations under or arising from the Contract, at law, and otherwise, and to have allowed the necessary resources to enable Design-Builder to

achieve Substantial Completion by the Scheduled Substantial Completion Date.

5. **Substantial Completion Date.** Notwithstanding any provision in the GMP Supporting Documents to the contrary, the required date for Substantial Completion of the GMP Work is 11/13/2023.
6. **Compensation.** Article 7, Compensation, is amended by adding the following:
  - a. City shall pay Design-Builder for GMP Work according to the schedules and unit prices stated in Exhibit B.1, including the Design-Builder's Percentage Fee as set forth in this Amendment and Article 7 of the Agreement.
  - b. Design-Builder shall invoice the City monthly for work performed, based on an estimate of the amount of work completed and the value of the completed Work. Invoices shall be directed to the City of Wilsonville Project Manager. If an invoice is delivered on a non-business day, the invoice shall be considered received on the next day the City Finance Department is open for business. City shall make a progress payment equal to the value of the completed Work, less amounts previously paid, less retainage of 5 percent within 30 days of receipt of the invoice.
  - c. City shall inspect the Project within 15 days of receipt of written notice from Design-Builder that the Work is ready for final inspection and acceptance. The City shall either accept or reject the work in writing. A rejection must state the reasons for the rejection and list the Work that must be done before the Project can be accepted. If a rejection is issued, Design-Builder shall complete all Work needed to be done and request another inspection. The process shall be continued until the City determines that the Project is complete and accepted. Within 30 days after written acceptance by the City and receipt of the Warranty Bond required by Section 8.c of this GMP Amendment and Section 5.1.b of the General Conditions, all remaining amounts, including the retainage, shall be paid to Contractor, provided that Design-Builder shall submit evidence satisfactory to the City that all payrolls, material bills, and other indebtedness connected with the Work have been paid; except that in case of disputed indebtedness or liens, the Contractor may submit in lieu of evidence of payment, a Surety Bond satisfactory to City guaranteeing payment of all such disputed amounts when adjudicated in cases where such payment has not already been guaranteed by Surety Bond. If City fails to pay within 30 days of acceptance and receipt of the Bond, City shall pay interest at the rate as specified in ORS 279C.515 on any unpaid amounts.
7. **Prevailing Wage**
  - a. Design-Builder shall comply with all provisions required by ORS 279C.800 through ORS 279C.870 relating to the payment of prevailing wage rates for work performed.

- b. Design-Builder shall pay to workers in each trade or occupation the current, applicable State prevailing rate of wage as established by the Oregon State Bureau of Labor and Industries ("BOLI") <http://www.boli.state.or.us/BOLI>.

Design-Builder and any Subcontractors shall post the prevailing wage rates and fringe benefits as required by ORS 279C.840.

- c. Design-Builder shall prepare weekly certified payroll reports and statements and submit them to the City by the fifth business day of each month (ORS 279C.845). Reports shall be submitted to the City Project Manager, on a form prescribed by the Commissioner of the Bureau of Labor, certifying: (a) the hourly rate of wage paid each worker whom the contractor or the Subcontractor has employed upon the public works; and (b) that no worker employed upon the public works has been paid less than the prevailing rate of wage or less than the minimum hourly rate of wage specified in the contract. If the Design-Builder has not filed the certified statements as required under this contract, the City of Wilsonville shall retain 25 percent of any amount earned by the Design-Builder until the Design-Builder has complied. The City of Wilsonville shall pay the Design-Builder the amount retained under this subsection within 14 days after the Design-Builder has filed the certified statements with the City.
- d. Contractor shall allow BOLI to enter the office or business establishment of Contractor at any reasonable time to determine whether the prevailing rate of wage is actually being paid and shall make payment records available to BOLI on request. Contractor shall require subcontractors to provide the same right of entry and inspection.
- e. City shall not make final payment unless the prevailing wage rate certifications are received.
- f. Design-Builder must comply with all laws and regulations relating to prevailing wages, whether or not set out in this contract. Further information regarding prevailing wages is available by contacting BOLI at (971) 6730839 or on-line at the BOLI web site: <http://www.boli.state.or.us/BOLI/WHI/PWR/index.shtml>.
- g. Prevailing Wage publications applicable to this contract are the Prevailing Wage Rates for Public Works Contracts in Oregon effective **January 5, 2023**, the Prevailing Wage Rate Amendments effective **January 11, 2023**, and the **October 1, 2022** PWR Apprenticeship Rates.

## 8. Insurance and Bonds.

- a. Design-Builder shall provide a separate Performance Bond and a separate Payment Bond in the form provided by the City. Each bond shall be equal to 100 percent of the GMP, or if either bond is issued to replace the bond previously issued under the Contract, equal to the total amount of the Progressive Design-Build Contract including the GMP Amendment. The Performance Bond and the Payment Bond must be signed by the Surety's Attorney-in-Fact, and the Surety's seal must be affixed to each bond. Bonds shall not be canceled without the City of Wilsonville's consent, nor shall the City release them prior to Contract completion. Bonds must be originals. Faxed or photocopied Bond Forms shall not be accepted.
- b. Builder's Risk or Installation Floater. The Design-Builder shall obtain and maintain for the benefit of the parties an all risk builder's risk or installation floater policy insuring 100 percent of the Cost of the Work. Such insurance shall include testing, and shall allow utilization of part of the equipment prior to Substantial Completion of all the GMP Work. Coverage shall continue until Substantial Completion of the GMP Work. The City and all Subcontractors shall be additional named insureds, as their interests may appear. The City shall be given not less than 30 days' written notice prior to cancellation, nonrenewal, or material change in the policy. One copy of the policy and a certificate of insurance shall be delivered to the City before commencing GMP Work and shall be subject to approval by the City. The City may defer delivery of the copy of the policy, but such deferral shall not be a waiver of the City's right to a copy of the policy. In the event the Design-Builder fails to maintain insurance required under this subsection 5.14, the City, at its sole option, may arrange for such coverage, and any administrative costs and premium incurred shall be reimbursed by the Design-Builder.
- c. Design-Builder shall provide a Warranty Bond in the amount of the GMP to cover the warranty period after acceptance. The City's acceptance of the work shall not take effect until receipt of the warranty bond.

9. **Liquidated Damages.** Design-Builder recognizes that the City shall incur significant internal and external costs (damages) as a result of any delay by the Contractor completing all GMP Work within the specified Contract time. However, given the nature of the GMP Work, it is unduly burdensome and difficult to demonstrate the exact dollar value of damages related to delay. The City has made a good faith and reasonable estimate of damages it would suffer from loss of use due to delay in completion. Contractor agrees to pay to City, not as a penalty but as liquidated damages for loss of use, an amount calculated based on Section 00180.85 in the Oregon Standard Specifications

for Construction 2018, for each calendar day of delay in completion of the Work.

The City of Wilsonville is authorized to deduct the amount of the liquidated damages from any amounts due and the Contractor and its Surety shall be liable for any excess. See Section 00180.85 of the City of Wilsonville Special Conditions to the General Conditions.

If the Contract is terminated according to the General Conditions and if the Work has not been completed by other means on or before the expiration of Contract Time or adjusted Contract Time, liquidated damages shall be assessed against the Contractor for the duration of time reasonably required to complete the work.

The parties further agree that the liquidated damages required by this Contract are compensation to the City only for the harm the City sustains from late completion for loss of use. They are not compensation for additional effort required by the City because the Work has been extended over a longer period, or for other harm the City may sustain from the Design-Builder's other breaches of this Contract. The City may withhold liquidated damages from progress payments, or may withhold the full amount of accrued liquidated damages from final payment. Nothing in this Contract shall be interpreted to prevent the City from seeking other damages or recovery in addition to the liquidated damages specified in this section.

10. **Other Damages.** The City may recover from the Design-Builder, withhold from payments under this Contract, or both, actual costs incurred by the City due to the extra effort necessitated because the Work is extended over a longer period of time, such as the actual costs of additional engineering and inspections by the City or extended third party services. This right to actual damages shall apply to both late Substantial Completion and late Final Acceptance.
11. **Termination for Convenience.** In the event of a termination of this GMP Amendment for convenience, the Design-Builder will not be entitled to overhead or profit on the unperformed Work, and will not be entitled to payments in excess of (1) the Cost of the Work incurred by the Design-Builder to the date of termination, (2) the prorated portion of the Design-Builder's Percentage Fee based on the ratio of (a) the Cost of the Work incurred by the Design-Builder to the date of termination divided by (b) the Guaranteed Maximum Price less the Design-Builder's Percentage Fee, (3) fair compensation, either by purchase or rental at the election of the City, for any equipment owned by the Design-Builder which the City elects to retain and which is not otherwise included in the Cost of the Work under subitem (1), and (4) fair compensation for the Design-Builder's demobilization costs and other costs directly incurred relating to the termination which are not otherwise included in the Cost of the Work under subitem (1); provided, however, that

the total amount of such payment shall be subject to the Guaranteed Maximum Price.

In all other respects the Contract shall remain in full force and effect.

Approved and authorized for signature by City Council on July 17, 2023.

This Amendment may be executed in two originals, with one original to be delivered to each party.

***THE PARTIES SIGNING BELOW WARRANT, REPRESENT AND AGREE THAT THEY HAVE THE AUTHORITY TO SIGN THIS AGREEMENT AND AGREE TO ALL TERMS:***

**City of Wilsonville, Oregon**

**Design-Builder**

BY: \_\_\_\_\_

BY: \_\_\_\_\_

NAME: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

APPROVED AS TO LEGAL FORM:

\_\_\_\_\_

CITY ATTORNEY



## **Exhibit A.1**

### **Scope of Work – GMP 2 Construction Services**

City of Wilsonville - Boeckman Road Corridor Project

House Demolition and Meridian Creek Culvert Replacement

**Description:**

The Project scope of work for this construction proposal is to provide Engineer of Record construction services (see KPFF Scope of Work further defined in Exhibit A.2) and the material, labor, and equipment needed to construct the Work. Work is generally defined in this construction proposal as traffic control, erosion control, grading, temporary paving, temporary striping, demolition, landscaping, utility relocation, culvert removal/installation, structural concrete, metal fabrication and masonry. GMP 2 also includes Owner directed allowances to procure H-pile, pipe pile, MSE wall engineering, and bridge girder engineering for the proposed GMP 3 construction.

**Location:**

House demolition (7550 Boeckman Road) and Meridian Creek & Boeckman Road Crossing (BRCP STA 64+00 – 66+00).

**Purpose of Project:**

Demolish the existing structure at 7550 Boeckman Road for future City of Wilsonville storm water management facilities. Remove and replace existing culverts to increase the conveyance of Meridian Creek beneath Boeckman Road.

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## **Exhibit A.2**

### **SCOPE OF SERVICES – GMP 2 Construction Engineering Support Services**

City of Wilsonville - Boeckman Road Corridor Project

House Demolition and Meridian Creek Culvert Replacement

#### **A. PROJECT UNDERSTANDING**

The following scope of work covers civil and traffic engineering, landscape architecture, arborist and environmental construction support services necessary for the installation of the proposed culverts at Meridian Creek and related infrastructure as documented in the GMP2 – GMP Submittal dated 5/19/2023.

#### **B. TASK BREAKDOWN**

##### **TASK 22 CONSTRUCTION ENGINEERING SUPPORT SERVICES – GMP 2**

###### **22.1 Project Management, Administration and Coordination**

Project management and administration for the execution of the contract throughout the construction phase. This assumes we will take part in 6 one-hour conference calls or virtual meetings throughout the duration of the construction phase. Review and provide edits to meeting notes developed by others.

###### **22.2 Civil/Structural Engineering**

KPFF will provide the following construction engineering support services under this contract amendment:

- Attend pre-construction conference. This assumes the preconstruction meeting will be up to 2-hours and held at the City's office or in the field.
- Provide up to 4 civil and structural-related site visits during construction. We assume that KPFF will be notified of the construction schedule and progress to establish site visit dates. The site visits will be made at intervals appropriate to the stages of construction. Consultant shall document observations made through the preparation of site visit reports.
- Provide interpretations and/or clarifications of the civil and structural portions of the work for up to eight civil and eight structural Requests for Information (RFI's), Design Clarifications, and/or Contractor questions. The design consultation will occur only as required and may be ongoing through the Project. Each response is assumed to be no more than two-hours of effort.
- Assist in determining if non-conforming civil work shall be rejected.
- Review specified shop drawings or product submittals for the civil and structural portions of the work.
- Provide "Record" plans for the civil and structural portion of the work based on 1 clean, red-lined, full-size set of drawings provided by the Contractor.
- Assist with the project closeout. Review the final inspection documentation and project correction list provided by the City.

- Assist with utility coordination throughout construction to facilitate relocations needed to accommodate the proposed construction.

### 22.3 Culvert and Channel Design – Construction Services

Brown and Caldwell (BC) will provide engineering support services during construction which is assumed to be no greater than 12-weeks. The scope of services is limited to the following:

- Meetings:
  - BC will participate in bi-weekly virtual meetings (up to 6 meetings at one-hour each). Preparation of agenda and meeting minutes provided by others.
  - Provide a listing in an Excel workbook of all the required submittals specified in the Contract Documents (as requested).
- Request for Information (RFI) Services (up to 4 included):
  - Prepare responses to up to four 4 RFIs.
- Review of Submittals:
  - Review detailed construction shop drawings, contractor/vendor's operations, and other submittals. Assume up to 6 submittals will be reviewed and responses will be prepared.
- Field Visits:
  - Attend up to 3 field visits by a BC Field Engineer. Five-hours inclusive of travel time is assumed.
  - As-Built Drawings (1 field visit included): BC will review contractor-provided as-built drawings. Record drawings will not be prepared.

### 22.4 Traffic Engineering

Kittelson and Associates will provide the following construction engineering support services under this contract amendment:

#### 22.4.1 Shop Drawing and Material Submittal Review

Consultant shall review supplemental traffic control plans and/or shop drawings submitted by the Construction Contractor for general conformity to the contract documents. Submittals shall consist of the following:

- Temporary traffic control plans.
- Temporary sign shop drawings.

#### 22.4.3 On-site Engineering Observation

Consultant shall provide additional on-site engineering staff to supplement the City/County Inspector for the purpose of observing specific construction activities as requested. If requested, scheduling for on-site observation/inspection will be coordinated with the Project Manager. Up to 2 site visits by one Consultant staff are included as part of this task.

#### 22.4.4 Design Modifications

Consultant shall prepare and submit engineering design revisions or additional design, as required, or necessitated by unanticipated conditions encountered during construction. Consultant shall submit design revisions in the form of calculations, plans, specifications, and estimates as directed by the Project Manager. Consultant shall provide additional design services up to the level of effort included in the budget for this task, as directed.

## 22.5 Landscape Architecture Services

GreenWorks will provide the following construction support services under this contract amendment:

### 22.5.1 Project Management

Includes preparation of invoices and progress reports, and internal review and coordination.

### 22.5.2 Material Submittal Review

Consultant shall review material submittals submitted by the Construction Contractor for general conformity to the contract documents. Submittals shall consist of the following:

- Tree Protection Fencing
- Soil test report
- Soil amendments
- Nursery plant list
- Temporary irrigation plan

### 22.5.3 Consultation During Construction

Consultant shall provide consultation and technical services regarding design issues raised during the construction of the Project, including:

- Attendance at the preconstruction meeting.
- Provide written responses for up to 3 Requests for Information (RFI's), Design Clarifications, and/or Contractor questions. Each response is assumed to be no more than two-hours of effort.
- Coordination with Project Arborist, Civil, and stream channel designers

### 22.5.4 On-site Construction Observation

Consultant shall visit the site to observe specific construction activities related to landscape architecture scope and provide brief field observation reports for each visit. Scheduling for on-site observation visits will be coordinated with the Project Manager, Project Arborist, and other Consultants if requested. Up to 2 site visits by one Consultant staff are included as part of this task. Each site visit is assumed to be no more than four-hours including travel time and field observation report. Long-term monitoring beyond the GMP 2 construction period is not included.

#### 22.5.5 Design Modifications

Consultant shall prepare and submit design revisions or additional design, as required, or necessitated by unanticipated conditions encountered during construction. Consultant shall submit design revisions in the form of plans and specifications as directed by the Project Manager. Consultant shall provide additional design services up to the level of effort included in the budget for this task. As-built drawings are not included.

#### 22.6 Arborist Services

Consultant shall provide on-call consulting arborist services to monitor and document tree protection measures, supervise excavation, direct root pruning or protection beneath the dripline of existing trees and provide the contractor with on-the-ground tree protection recommendations as needed.

#### 22.7 Environmental Consulting Services

Pacific Habitat Services shall provide the following environmental consulting services during construction:

- Site visits to review planting installation, up to 3 visits at 4 hours each.
- Responding to RFI submittals.
- Preparation and submittal of post-construction reports for the US Army Corps of Engineers and Oregon Department of State Lands.

#### 22.8 Geographical Engineering Services

Haley & Aldrich will provide the following geotechnical engineering support services under this contract amendment:

- Provide up to 3 site visits during construction. The site visits will be made to observe the preparation of the subgrade for the foundations of retaining walls and culvert bedding subgrade. Consultant shall document observations made through the preparation of site visit reports.
- Provide interpretations and/or clarifications of the geotechnical portions of the work for up to two RFI's, Design Clarifications, and/or Contractor questions. The design consultation will occur only as required and may be ongoing throughout the Project. Each response is assumed to be no more than two-hours of effort.

### **C. ASSUMPTIONS & CLARIFICATIONS**

- All permit fees and agency charges will be paid by others (not KPFF). See Exhibit B.3 and B.7
- KPFF and/or subconsultants will not be providing construction surveying services. See Exhibit B.3
- KPFF and/or subconsultants will not be providing necessary testing and inspections during construction. See Exhibit B.3
- A post construction survey of as-built conditions is not included in this proposal.
- KPFF and/or subconsultants will not be responsible for special inspection services, such as compaction testing of backfill, concrete and reinforcement testing, etc. See Exhibit B.3

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## IN ASSOCIATION WITH KPFF

### Exhibit B.1

### GMP 2 - Schedule of Values

BidItem	Bid Description	Bid Quantity	Units	Unit Price	Bid Total
100	SALARIED & ADMIN STAFF	1.00	LS	\$ 164,272.02	\$ 164,272.02
110	PROJECT OFFICE & FACILITIES	1.00	LS	\$ 12,338.00	\$ 12,338.00
120	MISC GENERAL REQUIREMENTS	1.00	LS	\$ 84,603.75	\$ 84,603.75
200	MOBILIZATION	1.00	LS	\$ 55,963.06	\$ 55,963.06
300	PROJECT QUALITY CONTROL	2.00	MO	\$ 9,374.08	\$ 18,748.16
350	SURVEY	1.00	LS	\$ 11,575.41	\$ 11,575.41
400	TEMP PROT & DIR OF TRAFFIC	1.00	LS	\$ 17,844.29	\$ 17,844.29
500	TEMPORARY SIGNS	128.00	SF	\$ 34.78	\$ 4,451.84
600	TEMP BARRICADES, TYPE III	11.00	EA	\$ 281.77	\$ 3,099.47
700	TEMPORARY STRIPING	1,500.00	LF	\$ 0.46	\$ 690.00
800	STRIPE REMOVAL	1,500.00	LF	\$ 0.66	\$ 990.00
1200	DEMO EXISTING HOUSE	1.00	LS	\$ 55,296.47	\$ 55,296.47
1300	DECOMMISSION WATER WELL & SEPTIC AT 550	1.00	LS	\$ 23,521.02	\$ 23,521.02
1400	REMOVE ROCK WALL	158.00	LF	\$ 35.69	\$ 5,639.02
1450	REMOVE WATER SERVICE & CAP AT MAIN COMPLETE	1.00	EA	\$ 6,119.31	\$ 6,119.31
1460	REMOVE MAIL BOX	1.00	EA	\$ 54.52	\$ 54.52
1500	REMOVE TREES	23.00	EA	\$ 1,161.70	\$ 26,719.10
1600	TREE PROTECTION CHAIN LINK FENCE	225.00	LF	\$ 26.12	\$ 5,877.00
2400	PORTABLE CHGBLE MESSAGE SIGNS	2.00	EA	\$ 3,000.00	\$ 6,000.00
2500	GENERAL SAFETY & TRECH PROTECTION	1.00	LS	\$ 35,841.85	\$ 35,841.85
2600	FLAGGERS	400.00	HR	\$ 70.47	\$ 28,188.00
3100	MAINTAIN EROSION CONTROL	1.00	LS	\$ 20,552.27	\$ 20,552.27
3300	CONSTRUCTION ENTRANCE, TYPE 1	2.00	EA	\$ 5,043.91	\$ 10,087.82
3400	SEDIMENT FENCE	400.00	FT	\$ 4.52	\$ 1,808.00
3500	INLET PROTECTION	4.00	EA	\$ 121.64	\$ 486.56
3550	BIO BAG DITCHES & SWALES	190.00	LF	\$ 20.04	\$ 3,807.60
3600	TEMPORARY SOIL STABILIZATION	0.20	AC	\$ 9,325.75	\$ 1,865.15
3700	TEMP BYPASS EQUIPMENT RENTAL&SETUP@ MERIDIAN CREEK	1.00	LS	\$ 24,943.33	\$ 24,943.33
3750	TEMPORARY BYPASS PUMP WATCH OFF HOURS & FUEL	200.00	HR	\$ 86.33	\$ 17,266.00
3800	POLLUTION CONTROL PLAN	1.00	LS	\$ 3,498.43	\$ 3,498.43
3850	TURBIDITY MONITORING	1.00	LS	\$ 17,283.35	\$ 17,283.35
3950	ORANGE CONSTRUCTION SNOW FENCE	1,310.00	LF	\$ 7.67	\$ 10,047.70
4200	ABANDONMENT IN PLACE EXISTING CULVERTS	154.00	LF	\$ 84.47	\$ 13,008.38
4250	REMOVE STORM DRAIN PIPE	120.00	LF	\$ 68.38	\$ 8,205.60
4300	REMOVAL OF PIPES (WATERLINE)	190.00	LF	\$ 119.58	\$ 22,720.20
4305	REMOVAL OF CURBS	80.00	LF	\$ 18.43	\$ 1,474.40
4315	REMOVAL OF SURFACINGS	435.00	SY	\$ 37.82	\$ 16,451.70
4400	REMOVAL OF INLETS	2.00	EA	\$ 673.41	\$ 1,346.82
4600	CLEARING AND GRUBBING	0.20	AC	\$ 129,548.10	\$ 25,909.62
4700	GENERAL EXCAVATION	74.00	CY	\$ 324.79	\$ 24,034.46
4800	LOOSE RIPRAP D50 = 12"	180.00	CY	\$ 272.07	\$ 48,972.60
5100	STRM DRN LINE CLEANING/MANDREL/ VIDEO INSPECTION	525.00	LF	\$ 17.64	\$ 9,261.00
5150	4 INCH STORM SEW PIPE, 5 FT (Retaining Wall Drain)	104.00	LF	\$ 116.36	\$ 12,101.44
5250	10 INCH STORM SEW PIPE, 5 FT	54.00	LF	\$ 253.56	\$ 13,692.24
5300	12 INCH STORM SEW PIPE, 5 FT	52.00	LF	\$ 225.07	\$ 11,703.64
5450	24 RCP CL5 STORM SEW PIPE	310.00	LF	\$ 362.07	\$ 112,241.70
5525	CONCRETE STORM SEWER SHALLOW MANHOLES	4.00	EA	\$ 11,596.66	\$ 46,386.64
5650	TEMPORARY CONCRETE INLETS, TYPE CG-30	2.00	EA	\$ 5,812.33	\$ 11,624.66
5700	TEMPORARY ASPHALT PAVEMENT (2" THICK)	435.00	SY	\$ 133.32	\$ 57,994.20
7200	RETAINING WALL. CIP	1.00	LS	\$ 252,173.22	\$ 252,173.22
7300	METAL HANDRAIL (3 RAIL)	74.00	LF	\$ 233.84	\$ 17,304.16
14900	12 INCH DUCTILE IRON PIPE WATER	190.00	LF	\$ 255.43	\$ 48,531.70

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### Exhibit B.1

### GMP 2 - Schedule of Values

BidItem	Bid Description	Bid Quantity	Units	Unit Price	Bid Total
14920	DUCTILE IRON PIPE BEND, 12 INCH	4.00	EA	\$ 1,238.64	\$ 4,954.56
14930	12 INCH CONNECT TO EXISTING 12 INCH	2.00	EA	\$ 3,991.19	\$ 7,982.38
14935	SLURRY BACKFILL @ STORM DRAIN CROSSING	25.00	CY	\$ 155.25	\$ 3,881.25
18000	JOINT UTILITY DITCH	100.00	LF	\$ 504.57	\$ 50,457.00
18500	RELOCATE LIGHT POLE	1.00	EA	\$ 7,653.35	\$ 7,653.35
18550	RELOCATE JUCTION BOXES	2.00	EA	\$ 1,250.00	\$ 2,500.00
20000	TREE LARGE	10.00	EA	\$ 369.18	\$ 3,691.80
20005	1 GAL CONT. WETLAND PLANTINGS	2,214.00	EA	\$ 9.72	\$ 21,520.08
20007	2 GAL CONT WETLAND PLANTINGS	198.00	EA	\$ 16.98	\$ 3,362.04
20010	NATIVE WETLAND MIX	8,433.00	SF	\$ 1.31	\$ 11,047.23
20020	NATIVE SEED MIX	1,342.00	SF	\$ 1.63	\$ 2,187.46
20030	LANDSCAPING ESTABLISH AND MAINTENACE	1.00	LS	\$ 16,873.80	\$ 16,873.80
20050	TEMP IRRIGATION SETUP & REMOVAL	1.00	LS	\$ 15,768.00	\$ 15,768.00
	<b>COST OF WORK SUBTOTAL</b>				<b>\$ 1,586,495.83</b>
30000	CONTINGENCY (UNFORESEEN UTILITY OR CONIDITION)	3.00	EA	\$ 9,492.44	\$ 28,477.31
30100	CONTINGENCY (FLAGGING)	120.00	HR	\$ 70.47	\$ 8,456.39
30200	CONTINGENCY (FUEL ESCALATIONS)	9,800.00	GA	\$ 1.00	\$ 9,800.00
30300	CONTINGENCY (WALL OVER EXC AND STABILIZATION)	165.00	CY	\$ 238.47	\$ 39,348.21
30400	CONTINGENCY (TRENCH OVER EXC AND STABILIZATION)	100.00	CY	\$ 181.19	\$ 18,119.23
30500	CONTINGENCY (TIGARD AVAILABLE AGG SUPPLY)	3,572.00	TN	\$ 4.87	\$ 17,403.50
	<b>CONTINGENCY SUBTOTAL</b>				<b>\$ 121,604.64</b>
	<b>COST OF WORK &amp; CONTINGENCY SUBTOTAL (FEE APPLIED ITEMS)</b>				<b>\$ 1,708,100.47</b>
100760	DESIGN BUILDER FEE (13% of Cost of Work & Cost of Work Contingencies)			\$ 222,053.06	\$ 222,053.06
100780	KPFF - ENGINEERING SERVICES FOR CONSTRUCTION	1.00	NTE	\$ 110,602.04	\$ 110,602.04
50000	ALLOWANCE (EXTRA 3IN OF AC FOR LONG TERM TRAF)	75.00	TN	\$ 282.58	\$ 21,193.43
50100	ALLOWANCE (GMP 3 H PILE PROCUREMENT)	1.00	LS	\$ 200,000.00	\$ 200,000.00
50200	ALLOWANCE (GMP 3 PIPE PILE PROCUREMENT)	1.00	LS	\$ 330,000.00	\$ 330,000.00
50300	ALLOWANCE (GMP 3 MSE WALL SUPPLIER ENGINEERING)	1.00	LS	\$ 35,000.00	\$ 35,000.00
50400	ALLOWANCE (GMP 3 BRIDGE GIRDERS ENGINEERING)	1.00	LS	\$ 50,000.00	\$ 50,000.00
50500	ALLOWANCE (DESIGN GROWTH)	1.00	LS	\$ 48,205.80	\$ 48,205.80
50600	ALLOWANCE (OR CAT TAX - .57% of Grand Total) <i>*Does not include DB Fee</i>			\$ 15,622.43	\$ 15,622.43
	<b>SUBTOTAL</b>				<b>\$ 1,032,676.76</b>
	<b>GMP #2 - GRAND TOTAL</b>				<b>\$ 2,740,777.23</b>

## EXHIBIT B.2 - ENGINEERS' FEE

Item 12.

City of Wilsonville - Boeckman Road Corridor Progressive Design Build

Sundt/Tapani Joint Venture

In Association with KPFF

GMP 2 Construction Engineering Support Services

	Labor & Expenses by Firm									
	TSJV	KPFF Civil	KPFF Structural	Brown and Caldwell	GreenWorks	Haley & Aldrich, Inc.	Kittelson	Morgan Holen & Associates	Pacific Habitat Services, Inc.	Subtotal
Non-Contingency Tasks										
<b>TASK 22 - GMP2 CONSTRUCTION ENGINEERING SUPPORT SERVICES</b>	\$ -	\$ 27,892	\$ 11,509	\$ 34,349	\$ 8,043	\$ 5,481	\$ 7,412	\$ 3,753	\$ 12,163	\$ 39,057
<b>Non-Contingency Totals :</b>	\$ -	\$ 27,892	\$ 11,509	\$ 34,349	\$ 8,043	\$ 5,481	\$ 7,412	\$ 3,753	\$ 12,163	\$ <b>110,602</b>



**City of Wilsonville**  
**Estimated Fees for**  
**Boeckman Road Corridor Project**  
**GMP2 Construction Engineering Support Services**  
**EXHIBIT B.2 - ENGINEERS' FEE**

**BOECKMAN ROAD CORRIDOR PROJECT - FEE ESTIMATE**

Work Item	KPFF CIVIL						Hours	Labor Cost	Expenses	Subtotals
	\$282.50 Civil Principal	\$231.65 Senior Civil PM	\$186.45 Project Engineer Roadway	\$163.85 Design Engineer/ Designer	\$146.90 Draftsperson / Technician - Civil	\$124.30 Project Administrator - Civil				

**TASK 22 - GMP2 CONSTRUCTION ENGINEERING SUPPORT SERVICES**

17.1 - Project Management, Administration and Coord.							0	\$ -		
PM, Admin, & Coord.	8	12				8	28	\$ 6,034	\$ -	
Conf. Calls/Virtual Mtgs (Six 1-hr Mtgs)	2	6					8	\$ 1,955	\$ -	
							0	\$ -	\$ -	
17.2 - Civil Engineering	8						8	\$ 2,260	\$ -	
Attend Precon Meeting		3	3				6	\$ 1,254	\$ -	
Up to (2) Site visits		3	8				11	\$ 2,187	\$ 100	
RFI Responses		4	8		4	8	24	\$ 4,000	\$ -	
Submittal Reviews		2	4	4		8	18	\$ 2,859	\$ -	
Assist with Change Orders		4	4	2		2	12	\$ 2,249	\$ -	
Record Drawings		2	4	6	6		18	\$ 3,074	\$ -	
Project Closeout		4	4			2	10	\$ 1,921	\$ -	
<b>Subtotal:</b>	18	40	35	12	10	28	143	\$ 27,792	\$ 100	\$ 27,892

<b>Non-Contingency Totals:</b>	18	40	35	12	10	28	143	\$ 27,792	\$ 100	\$ 27,892
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**City of Wilsonville**  
**Estimated Fees for**  
**Boeckman Road Corridor Project**  
**GMP2 Construction Engineering Support Services**  
**EXHIBIT B.2 - ENGINEERS' FEE**

**BOECKMAN ROAD CORRIDOR PROJECT - GMP2 - CONSTRUCTION SERVICES FEE ESTIMATE**

Work Item	KPFF STRUCTURAL							Hours	Labor		Subtotals
	\$282.50	\$231.65	\$220.35	\$186.45	\$186.45	\$163.85	\$163.85		Cost	Expenses	
	EOR (Bridge) Totten	DQM McMullen	PM Finney	Senior Engineer	Structural Designer	CAD / BIM Modeler	Project Administrator				
<b>TASK 22 - GMP2 CONSTRUCTION ENGINEERING SUPPORT SERVICES</b>											
17.1 - Project Management, Administration and Coord.			4				2	6	\$ 1,209	\$ -	
								0	\$ -	\$ -	
17.2 - Civil/Structural Engineering								0	\$ -	\$ -	
RFI's and Submittals	1		4		24			29	\$ 5,639	\$ -	
Site Visits (up to 2)			3		8			11	\$ 2,153	\$ -	
Record Drawings	1		2		4	4		11	\$ 2,124	\$ -	
Close Out			1				1	2	\$ 384	\$ -	
								0	\$ -	\$ -	
<b>Subtotal:</b>	2	0	14	0	36	4	3	59	\$ 11,509	\$ -	\$ 11,509
<b>Non-Contingency Totals:</b>											
	2	0	14	0	36	4	3	59	\$ 11,509	\$ -	\$ 11,509

**City of Wilsonville**  
**Estimated Fees for**  
**Boeckman Road Corridor Project**  
**GMP2 Construction Engineering Support Services**  
**EXHIBIT B.2 - ENGINEERS' FEE**

BOECKMAN ROAD CORRIDOR PROJECT - GMP2 - CONSTRUCTION SERVICES FEE ESTIMATE									
Work Item	Brown and Caldwell					Hours	Labor		Subtotals
	\$339.00	\$280.24	\$232.78	\$174.02	\$141.25		Cost	Expenses	
	Client Services Manager	Project Manager	Senior Field Engineer	Junior Engineer	Project Analyst				
<b>TASK 22 - GMP2 CONSTRUCTION ENGINEERING SUPPORT SERVICES</b>									
17.1 - Project Management, Administration and Coord. [assumes 3 months]	6	9	4	4	6	29	\$ 7,031		\$ 7,031
						0	\$ -	\$ -	\$ -
17.3 - Culvert and Channel Design – Construction Services [assumes 3 months]						0	\$ -	\$ -	\$ -
Meetings (up to 6 one-hour virtual meetings)	6	6	9			21	\$ 5,810	\$ -	\$ 5,810
Request for Information (RFI) Services		12	9	12		33	\$ 7,546	\$ -	
Review of Submittals		12	8	12		32	\$ 7,313	\$ -	\$ 7,313
Field Visits (up to 3 field visits - 5 hours ea.)			20	8		28	\$ 6,048	\$ 600	\$ 6,648
						0	\$ -		\$ -
<b>Subtotal:</b>	12	39	50	36	6	143	\$ 33,749	\$ 600	\$ 34,349
<b>Non-Contingency Totals:</b>	12	39	50	36	6	143	\$ 33,749	\$ 600	\$ 34,349

**City of Wilsonville  
Estimated Fees for  
Boeckman Road Corridor Project  
GMP2 Construction Engineering Support Services  
EXHIBIT B.2 - ENGINEERS' FEE**

**BOECKMAN ROAD CORRIDOR PROJECT - GMP2 - CONSTRUCTION SERVICES FEE ESTIMATE**

	GreenWorks								
	\$223.74	\$192.67	\$142.95	\$118.09	\$142.95	Hours	Labor	Expenses	Subtotals
Work Item	Principal/ Technical Director	Landscape Architect IV	Landscape Designer III	Landscape Designer II	Project Assistant		Cost		
TASK 22 - GMP2 CONSTRUCTION ENGINEERING SUPPORT SERVICES									
						0	\$ -	\$ -	
17.5 - Landscape Architecture Services						0	\$ -	\$ -	
17.5.1 Project Management	2		4		2	8	\$ 1,305	\$ -	
17.5.2 Material Submittal Review		2	4			6	\$ 957	\$ -	
17.5.3 Consultation During Construction			12			12	\$ 1,715	\$ -	
17.5.4 On-site Construction Observation (up to 2 site visits - 4 hours ea.)			8			8	\$ 1,144	\$ 100	
17.5.5 Design Modifications	2	2	4	12		20	\$ 2,822	\$ -	
Subtotal:	4	4	32	12	2	54	\$ 7,943	\$ 100	\$ 8,043
Non-Contingency Totals:	4	4	32	12	2	54	\$ 7,943	\$ 100	\$ 8,043

**City of Wilsonville**  
**Estimated Fees for**  
**Boeckman Road Corridor Project**  
**GMP2 Construction Engineering Support Services**  
**EXHIBIT B.2 - ENGINEERS' FEE**

BOECKMAN ROAD CORRIDOR PROJECT - FEE ESTIMATE												
	Kittelson & Associates, Inc.											
	\$335.61	\$288.15	\$247.47	\$163.85	\$138.99	\$210.18	\$170.63					
Work Item	Senior Principal Engineer	Principal Engineer	Associate Engineer	Engineer	Transp. Analyst	Associate Technician	Senior Technician	Hours	Labor Cost	Expenses	Subtotals	
TASK 22 - GMP2 CONSTRUCTION ENGINEERING SUPPORT SERVICES												
17.3 - Traffic Engineering								0	\$ -	\$ -		
Shop Drawing and Material Submittal Review		2		4				6	\$ 1,232	\$ -		
Consultation During Construction		5		5				10	\$ 2,260	\$ -		
On-Site Engineering Observation (up to 2 site visits at 3 hrs per)		3		6				9	\$ 1,848	\$ -		
Design Modifications		2		4		4		10	\$ 2,072			
Subtotal:	0	12	0	19	0	4	0	35	\$ 7,412	\$ -	\$ 7,412	
Non-Contingency Totals:												
	0	12	0	19	0	4	0	35	\$ 7,412	\$ -	\$ 7,412	

City of Wilsonville  
Estimated Fees for  
Boeckman Road Corridor Project  
GMP2 Construction Engineering Support Services  
EXHIBIT B.2 - ENGINEERS' FEE

Item 12.

**BOECKMAN ROAD CORRIDOR PROJECT - FEE ESTIMATE**

Work Item	Morgan Holen & Associates, LLC				
	\$186.45 Morgan Holen, Consulting Arborist	Hours	Labor  Cost	Expenses	Subtotals

**TASK 22 - GMP2 CONSTRUCTION ENGINEERING SUPPORT SERVICES**

17.4 - Arborist Services	20	20	\$ 3,729	\$ 24	
<b>Subtotal:</b>	20	20	\$ 3,729	\$ 24	\$ 3,753

<b>Non-Contingency Totals:</b>	20	20	\$ 3,729	\$ 24	\$ 3,753
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**City of Wilsonville**  
**Estimated Fees for**  
**Boeckman Road Corridor Project**  
**GMP2 Construction Engineering Support Services**  
**EXHIBIT B.2 - ENGINEERS' FEE**

**BOECKMAN ROAD CORRIDOR PROJECT - FEE ESTIMATE**

	Pacific Habitat Services				Hours	Labor Cost	Expenses	Subtotals
	\$216.96	\$141.25	\$109.61	\$98.31				
Work Item	Project Manager	Wetland Scientist 2	Graphics Specialist	Admin/Technical Editor				
<b>TASK 22 - GMP2 CONSTRUCTION ENGINEERING SUPPORT SERVICES</b>								
17.7 - Environmental Consulting Services					0	\$ -	\$ -	
Post-construction reports for state and federal agencies	15	20	4	4	43	\$ 6,911	\$ -	
Responding to RFIs	15				15	\$ 3,254	\$ -	
Site visit to review plantings (up to 3 at 3 hours ea.)	4	8			12	\$ 1,998	\$ -	
<b>Subtotal:</b>	34	28	4	4	70	\$ 12,163	\$ -	\$ 12,163
<b>Non-Contingency Totals:</b>								
	34	28	4	4	70	\$ 12,163	\$ -	\$ 12,163

**City of Wilsonville**  
**Estimated Fees for**  
**Boeckman Road Corridor Project**  
**GMP2 Construction Engineering Support Services**  
**EXHIBIT B.2 - ENGINEERS' FEE**

**BOECKMAN ROAD CORRIDOR PROJECT - FEE ESTIMATE**

Work Item	Haley & Aldrich, Inc.										Hours	Labor		Subtotals
	\$344.65	\$305.10	\$265.55	\$226.00	\$192.10	\$186.45	\$169.50	\$141.25	\$152.55	\$129.95		Cost	Expenses	
	Senior Principal	Principal	Senior Project Manager	Project Manager	Technical Specialist	Project Professional	Staff Professional 2	Staff Professional 1	Senior Technician	Project Support				
<b>TASK 22 - GMP2 CONSTRUCTION ENGINEERING SUPPORT SERVICES</b>														
17.8 - Geotechnical Engineering Support Services											0	\$ -	\$ -	
Site Visits (up to 3)		1		2			15				17	\$ 3,034	\$ 300	
RFI Review (up to 2)		1		4							5	\$ 1,209	\$ -	
Project Management and Support				3						2	5	\$ 938	\$ -	
<b>Subtotal:</b>	0	2	0	9	0	0	15	0	0	2	27	\$ 5,181	\$ 300	\$ 5,481
<b>Non-Contingency Totals:</b>	0	2	0	9	0	0	15	0	0	2	27	\$ 5,181	\$ 300	\$ 5,481



## **Boeckman Road Corridor Project Exhibit B.3 – GMP 2 Assumptions & Clarifications**

### **GMP 2 – 90% House Demolition and Meridian Creek Culvert Replacement**

## **Assumptions and Clarifications**

These Assumptions and Clarifications form the basis of the Tapani|Sundt, a Joint Venture, TSJV, 90% GMP 2 pricing of the BRCP house demolition and Meridian Creek culvert replacement scope. In the event that there is a conflict between these Assumptions and Clarifications and any other Contract documents, primacy and precedence is given to these Assumptions and Clarifications.

1. Work hours assumed to be 60 hours per week for the following activities within the 2023 In Water Work Window, all others assume a 50 hour:
  - i. Item 4300 Removal of Waterline
  - ii. Item 4600 Clearing & Grubbing
  - iii. Item 4700 Meridian Creek Grading
  - iv. Item 4800 Loose Riprap
  - v. Item 5250 10" Storm Sewer Pipe
  - vi. Item 5300 12" Storm Sewer Pipe
  - vii. Item 5450 24" Storm Sewer Pipe
  - viii. Item 7200 CIP Retaining Wall
  - ix. Item 14900 12" Ductile Iron Water Pipe
2. Assume working hours and lane closures from 7:00a to 6:00p, Monday through Saturday.
3. Assumes City Council approval of GMP pricing on 07/17/2023 with full Notice to Proceed issuance no later than 07/25/2023.
4. No "Buy American" or "Buy America" Clauses have been established in the contract documents associated with this GMP.
5. Includes Contractor Quality Control.
6. Quality Control will be provided per ODOT Field Tested Materials Acceptance Guide.
7. All pricing assumes no Traffic Moratorium restrictions being enforced for this scope.
8. Message boards will be utilized 2-weeks prior to traffic change; (3) traffic pattern changes assumed.
9. Assumes no pedestrian access along South sidewalk during South construction phase.
10. Conduits supplied & installed by TSJV include:
  - i. (2) 6" PGE
  - ii. (2) 4" PGE
  - iii. (1) 4" COW
11. Franchise utilities to furnish conduit and appurtenances for Joint Utility Trench:

i. Ziply	iv. Verizon
ii. Zayo	v. Lumen
iii. Comcast	vi. Clackamas Broadband

- vii. ABB
12. TSJV to install materials provided by franchise utility companies as shown on BB01.
  13. Comcast will be relocated to allow for NW Natural relocation East of Meridian Creek
  14. NW Natural will be relocated prior to work commencing.
  15. PGE will be relocated prior to work commencing.
  16. Joint Utility Trench backfill complies with PGE ESR Trench Detail on sheet 93 Figure 38 using Select Backfill requirements (paragraph 6.2.4).
  17. Assumes a minimum 8-hour 12" watermain shutdown for tie-over will be allowed.
  18. Includes Survey for GMP 1 & 2 scope.
  19. Temporary Asphalt Patch is bid as a single 2" lift of HMA.
  20. Fuel escalation based off ODOT Monthly Fuel Price (MFP) for June 2023.  
<https://www.oregon.gov/odot/Business/Estimating/MFP.pdf>
  21. Temporary bypass pumping Item 3700 includes set up, rent, and removal of stand-by bypass pump.
  22. Temporary bypass pumping Item 3750 includes hourly operating costs if bypass pumping is required.
  23. Total Contingency (Cost of Work and Design Builder) amount was developed with specific identified risks. However, the contingency can be utilized by Design Builder for other items as stipulated in Design Build Agreement section 9.D. The Design Builder Fee will be applied to the Cost of Work Contingency for items stipulated in section 9.D(a). The Design Builder Fee will not be applied to Design Builder Contingency for items stipulated in section 9.D(b). Although specific contingency items have been identified and included within Exhibit B.1, said contingencies may be applied towards other direct Cost of the Work with the Owner's written approval that are not included in the Design Builder's contingency as stipulated in section 9.D.1.
  24. Cost of Work Contingency items contained in Exhibit B.1 will have the Design Builder's fee of 13% applied; Bid Item 30000, 30100, 30200, 30300, 30400, 30500.
  25. Contingency Item 30000's (Unforeseen Utility or Condition) intended use is for costs associated with accommodating utilities or conditions encountered that have not been identified on Contract drawings and/or by Franchise utilities.
  26. Contingency Item 30100's (Flagging) intended use if for additional flagging requirements in the event that a full closure of Willow Creek Drive cannot be implemented.
  27. Contingency Item 30200's (Fuel Escalations) intended use if to cover potential fuel escalations due to market volatility.
  28. Contingency Item 30300 (Wall Over Excavation and Stabilization) will be used at the direction of the EOR in the event that unsuitable native ground conditions are present beneath the CIP retaining wall at the designed subgrade elevation.
  29. Contingency Item 30400 (Trench Over Excavation and Stabilization) will be used at the direction of the EOR in the event that unsuitable native ground conditions are present at the designed subgrade elevation of storm water facility trenches.
  30. Contingency Item 30500 (Tigard Available Aggregate Supply) will be utilized in the event that Tigard Sand & Gravel is unable to supply the necessary amount of aggregate required for construction of GMP 2 scope. The contingency value has been assumed that aggregate procurement will be shifted to CrabTree Crushing Inc.
  31. Item 100780 – "KPFF – Engineering Services for Construction" will be Not To Exceed amount.

## IN ASSOCIATION WITH KPFF

32. The quantities will be established by the 100% IFC plan set and agreed upon for each GMP. Changes to quantities after the 100% plan set will be addressed by a Work Change Directive. Any deductions from scope will remain within the GMP and treated as an Owner Directed Allowance. The Owner Directed Allowance will be used to fund additions of scope or item overruns after 100% Plan quantities have been established.
33. Owner Controlled Allowance items contained in Exhibit B.1 have the Design Builder's fee of 13% factored in; Bid Item 50000, 50100, 50200, 50300, 50400, 50500, 50600.
34. Allowance Item 50000 (Extra 3 Inch of AC For Long Term Traffic) is intended to cover additional costs in the event that GMP 3 is not executed and the base assumption of a 2" temporary asphalt patch is unacceptable for extended durations (beyond completion of GMP 2 construction).
35. Allowance Item 50100 (GMP 3 H-Pile Procurement) is intended for the procurement of permanent H-Pile to be used in construction of the proposed Boeckman Rd. bridge within GMP 3. Pricing is based upon 60% GMP 3 drawings and specifications and is subject to change after the competitive selection process.
36. Allowance Item 50200 (GMP 3 Pipe Pile Procurement) is intended for the procurement of permanent pipe pile to be used in construction of the proposed Boeckman Rd. bridge within GMP 3. Pricing is based upon 60% GMP 3 drawings and specifications and is subject to change after the competitive selection process.
37. Allowance Item 50300 (GMP 3 MSE Wall Supplier Engineering) is intended for the procurement of a MSE wall supplier and construction submittals in advance of GMP 3. Pricing is based upon 60% GMP 3 drawings and specifications and is subject to change after the competitive selection process. Pricing excludes any material procurement associated with the MSE wall scope.
38. Allowance Item 50400 (GMP 3 Bridge Girders Engineering) is intended for the procurement of a bridge girder supplier and construction submittals in advance of GMP 3. Pricing is based upon 60% GMP 3 drawings and specifications and is subject to change after the competitive selection process. Pricing excludes any material procurement associated with the bridge girder scope.
39. Allowance Item 50500 (Design Growth) is intended to be applied towards design changes between the 90% GMP and 100% IFC drawing set and specifications.
40. Allowance Item 50600 (OR CAT Tax) will be a direct pass thru of TSJV's Corporate Activity Tax burden.
41. GMP 2 does not include costs for the Construction Project Manager. Assumes cost for the Construction Project Manager during GMP 2 will be covered in GMP 3 or Preconstruction Services.
42. Excludes setup of field office and ability for colocation with Owner/Owner's Representative.
43. Excludes Contractor acquisition of land for laydown/staging area. Assumes City property at 7550 Boeckman Rd. will be used as needed for laydown/staging needs.
44. Excludes any post construction survey as-builts.
45. Excludes cost of any required Permits.
46. Excludes any tree permits or fees for tree removals.
47. Excludes all public relations and accommodations.
48. No impacts from planned or future adjacent projects.
49. Excludes flagging or traffic control for pedestrian traffic during South sidewalk closure.
50. Excludes temporary concrete barrier.
51. No costs or schedule delays are included due to third party utility relocations.
52. No landscape restoration included outside of the Meridian Creek limits.

**IN ASSOCIATION WITH KPFF**

- 53. No permanent property restoration has been included such as sidewalks, curb, and permanent asphalt. Temporary asphalt sidewalk, curbs, and pavement have been included in the bid.
- 54. Excludes removal & replacement of hazardous materials unless identified in the contract drawings and specifications.
- 55. Excludes over-excavation and stabilization of soils. If unsuitable soils are encountered, Cost of Work contingency will be utilized.
- 56. Excludes Quality Assurance.
- 57. Excludes ODOT requirement of laser profiling of pipe.
- 58. Excludes removal, relocation, and/or restoration of any utility not shown or called out on the Contract drawings.
- 59. Excludes removal, restoration, and/or addition of water services within the limits of proposed 12" watermain relocation.
- 60. Excludes temporary waterline or bypass.
- 61. Excludes trash racks on all storm drainpipes.
- 62. Excludes paint on surface of retaining wall.
- 63. Excludes veneer sealant.
- 64. Excludes anti-graffiti coating on any and all surfaces.
- 65. Excludes waterproofing/damp proofing coating on subgrade or water bearing concrete surfaces.
- 66. Excludes bentonite plug on upstream edge of retaining wall.
- 67. Excludes any permanent striping.

**DATE OF PROPOSAL EXPIRATION:**

September 26, 2023

***Notwithstanding anything to the contrary within this document, labor & equipment contained in Exhibits B.2, B.4, & B.5 have been negotiated and approved by the City of Wilsonville prior to the commencement of work and are stipulated rates.***

# TAPANI | SUNDT

IN ASSOCIATION WITH KPFF

## Exhibit B.4

### GMP 2 - Equipment Rates

Based on 11/22/2022 Equipment Watch

Equipment	Description	GMP 2 Rate
<b>8AP</b>	<b>**ASPHALT**</b>	
8AP1	PAVER - VOGELE 2100-2	\$ 450.04
8AP2	SHUTTLE BUGGY - ROADTEC 2500D	\$ 455.49
<b>8B</b>	<b>**BACKHOES AND GANNONS**</b>	
8B430	BACKHOE - CAT 430F EXT HOE	\$ 52.00
8B430H	BACKHOE - CAT 430 W H50S HOE RAM	\$ 119.99
8BGAN	GANNON - CAT 415/DEERE 210 (40 HR/WK)	\$ 52.00
<b>8BP</b>	<b>**CONCRETE BATCH PLANT**</b>	
8BP1	BATCH PLANT - ERIE STRAYER	\$ 394.24
8BP2	BATCH PLANT - CONECO	\$ 262.47
8BPCHILL	CONCRETE CHILLER W GEN/TANK	\$ 144.60
8BPGEN1	GENERATOR-100KW CAT XQ125	\$ 65.36
8BPGEN3	GENERATOR-500 KW ERIE	\$ 266.91
<b>8CP</b>	<b>**CONCRETE PAVING**</b>	
8CP2800	CONC PAVER - GT2800	\$ 275.30
8CP4000	CONC PAVER - GP4000	\$ 306.65
8CPBID	BIDWELL 4800	\$ 257.68
8CPBM	BARRIER MACH - COMMANDER 3	\$ 327.51
8CPC3	CONC PAVER - COMMANDER 3	\$ 327.51
8CPDR	EZ DRILL AND 900 COMPRESS	\$ 131.16
8CPPS	PLACER SPREADER - PS4000	\$ 279.77
8CP RTP	PLACER - RTP 500	\$ 259.95
8CPTIN	CURE BRIDGE - TC600	\$ 55.62
8CPTS	TRUSS SCREED - MET FORMS INC	\$ 37.15
<b>8CR</b>	<b>**CRANES**</b>	
8CR230	250 TN CRAWLER KOBELCO CK2500	\$ 275.00
8CR80	80 TN RT RTC-8080	\$ 140.00
8CRBT	15T BOOM TRUCK	\$ 62.25
<b>8D</b>	<b>**DOZERS**</b>	
8D5	DOZER - D5K2 XL	\$ 110.00
<b>8EX</b>	<b>**EXCAVATORS**</b>	
8EX308	EXCAVATOR - CAT 308	\$ 45.00
8EX323	EXCAVATOR - CAT 323/325	\$ 88.00
8EX336	EXCAVATOR - CAT 336F	\$ 121.00
8EX336H	EXCAVATOR - CAT 336E W H160 HAM	\$ 185.00
8EX349	EXCAVATOR - CAT 349F	\$ 173.00

8EX374	EXCAVATOR - CAT 374F L	\$	222.00
8EXCW336	COMPACTION WHEEL FOR 336 (40 HR/WK)	\$	7.00
8G	**GRADERS**		
8G14	BLADE - CAT 14M	\$	193.15
8G140M	BLADE - CAT 140M	\$	110.00
8H	**HOISTING, FORKS,MANLIFTS**		
8HFL	TELEHANDLER - GENIE 1056	\$	45.00
8HML	MANLIFT - GENIE Z45	\$	41.00
8HSL	SCISSORLIFT - GENIE GS3390	\$	89.69
8L	**LOADERS**		
8L938	LOADER - CAT 938	\$	62.00
8L950	LOADER - CAT 950M	\$	82.00
8LSS	SKIDSTEER - CAT 272	\$	52.00
8PU	**TRUCKS**		
8PU1	PICKUP 4X2 STD CAB 1/2T	\$	18.23
8PU2	FLATRACK 4X2 STD CAB 1T	\$	22.07
8R	**ROLLERS**		
8R66	66" SGL DRM VIB. - CAT CP44B	\$	66.00
8R84	84" SGL DRM VIB. - CAT CP56B	\$	78.00
8RRAM	RAMMAX P33	\$	24.00
8S	**SCRAPERS**		
8S613	SCRAPER - 613	\$	163.65
8S623	SCRAPER - 623H 15 BCY	\$	353.84
8TR	**TRAILERS**		
8TRL	LUBE TRUCK	\$	65.12
8TRM	MECHANIC TRUCK	\$	50.00
8TRT	**TRAILERS**		
8TRTL1	TRAILER - UTILITY FARM	\$	7.07
8TRTL2	TRAILER - CARGO VAN	\$	1.54
8W	**WATER TRUCKS, PULLS,**		
8WKLEIN	WATER TOWER - KLEIN TANK	\$	12.00
8WT2	WATER TRUCK - 2K GAL	\$	36.00
8WT4	WATER TRUCK - 4K GAL	\$	64.00
8Z	**GC/MINOR EQUIPMENT**		
8ZAIR	185 CFM AIR COMPRESSOR	\$	18.00
8ZBROOM2	SIDECAST BRROM (ROSCO)	\$	60.13
8ZGPS	GPS GRADE CONTROL	\$	25.00
8ZLP	LIGHT PLANT	\$	12.00
8ZWB	WATER BUFFALO	\$	3.63
8ZWELD2	400 AMP WELDER	\$	14.37
8ZWP4	PUMP - 4" TRASH	\$	30.00

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## Exhibit B.5

### GMP 2 - Labor Rates

**\*Admin** - Rates are burdened labor only

**\*Craft** - Prevailing Wage publications applicable to this contract are the Prevailing Wage Rates for Public Works Contracts in Oregon effective January 5, 2023, the Prevailing Wage Rate Amendments effective January 11, 2023, and the October 1, 2022 PWR Apprenticeship Rates.

Admin	
Description	GMP 2 Rate
AREA MANAGER	\$ 187.68
PROJECT MANAGER	\$ 174.07
PROJECT ENGINEER	\$ 84.22
FIELD ENGINEER	\$ 74.70
STRUCT ENGINEER	\$ 74.70
PCCP ENGINEER	\$ 74.70
UTILITY ENGINEER	\$ 74.70
PROJECT CONTROLS/OFFICE ENG	\$ 74.70
QUALITY ENGINEER	\$ 74.70
GENERAL SUPERINTENDENT	\$ 122.34
UTILITY SUPERINTENDENT	\$ 81.50
STRUCTURE SUPERINTENDENT	\$ 81.50
PLANT SUPERINTENDENT	\$ 81.50
PCCP SUPERINTENDENT	\$ 81.50
SWING SHIFT SUPERINTENDENT	\$ 81.50
GRADING SUPERINTENDENT	\$ 81.50
SAFETY MANAGER	\$ 95.11
SAFETY COORDINATOR	\$ 67.89
PROJECT ANDMINISTRATOR	\$ 67.89
SCHEDULER	\$ 115.53
INTERNS	\$ 40.66
MODELER	\$ 85.59

Craft	
Description	GMP 2 Rate
JOURNEYMAN CARP	\$ 76.96
CARPENTER PILEMAN	\$ 77.13
CARPENTER FOREMAN	\$ 81.89
CARPENTER WELDER	\$ 79.58

## Exhibit B.5

### GMP 2 - Labor Rates

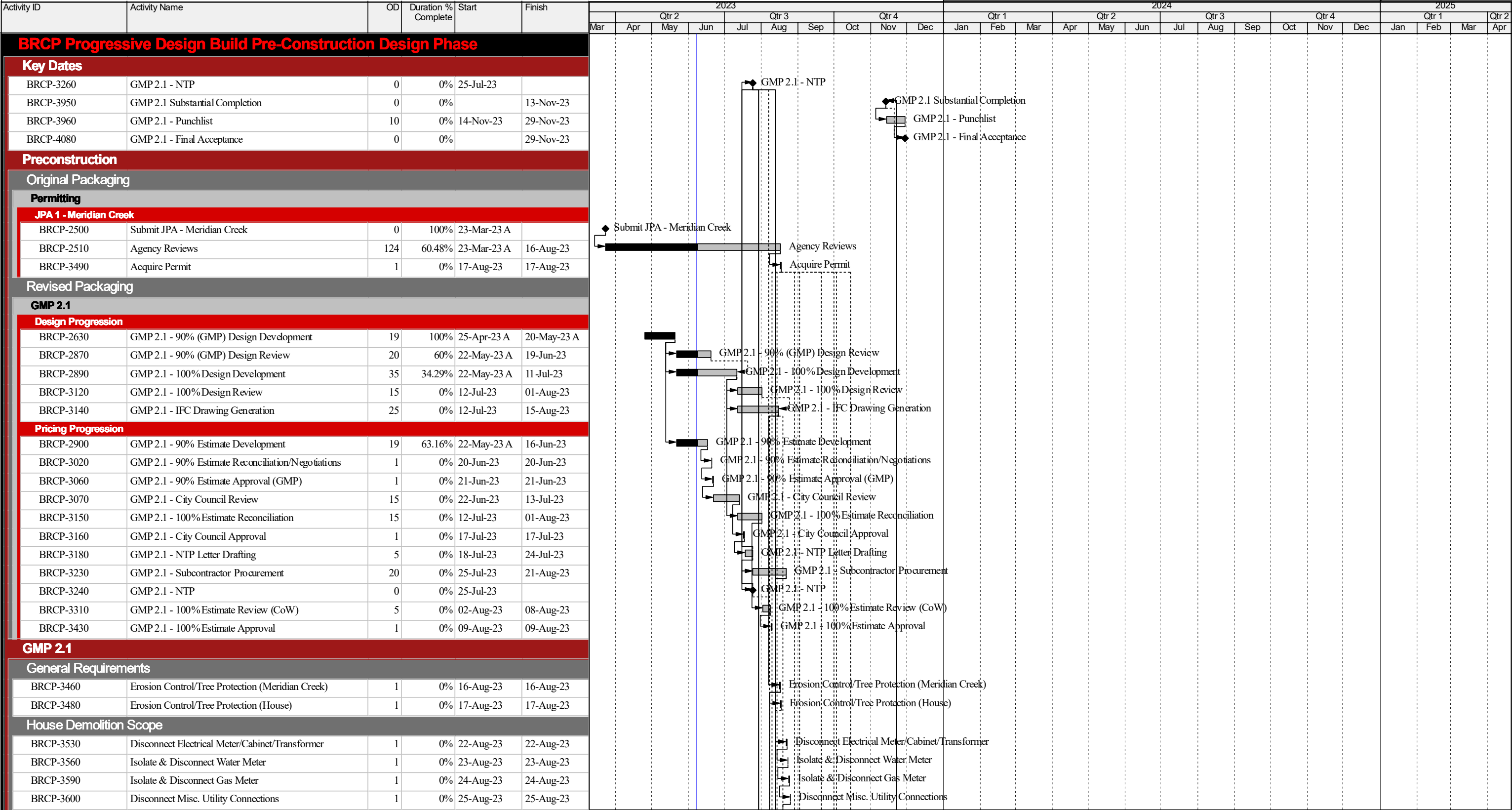
Craft	
Description	GMP 2 Rate
FINISHER 1	\$ 76.61
FINISH -MACHINES	\$ 76.61
FINISHER FOREMAN	\$ 78.92
PCCP FINISH HELPER	\$ 75.64
PCCP FINISHER 2	\$ 75.64
PCCP FINISH FOREMAN	\$ 77.95
IRONWORKER REBAR	\$ 90.31
IRONWORKER STR STEEL	\$ 90.31
IRONWORKER STR STEEL FOREMAN	\$ 92.62
LABOR GEN,FLAG,DUMP,STRIP	\$ 56.31
LABOR CONC,GUINEA,TENDER	\$ 61.62
LABOR TOOL,RIGGER,PRECAST	\$ 61.62
LABOR RAKER,PIPE,CHUCK	\$ 61.62
LABOR LEAD,DRILL,SCALER	\$ 63.08
LABOR FOREMAN	\$ 65.39
PCCP DOWEL INSERTERS	\$ 61.62
PCCP GEN. LAB-CLEAN UP	\$ 61.62
PCCP DUMPMAN	\$ 63.08
PCCP FOREMAN	\$ 65.60
LABOR, PIPE - GENERAL	\$ 61.62
LABOR, PIPE - TOPMAN, BACKUP	\$ 61.62
LABOR, PIPE - PIPELAYER	\$ 63.08
OP ROLLER, BH, FORK, 938	\$ 77.10
OP SCRAPER, 950, 966, 323	\$ 77.10
OP BLADE, D8, 336, 349, 980	\$ 82.27
OP D10, 374, 988	\$ 82.27
OP CRANE	\$ 84.47
OP OILER CRANE	\$ 75.08
OP FOREMAN	\$ 86.78
OP GRADE CHECKER	\$ 77.10
OP MECH/WELDER	\$ 82.27
PCCP TEXT / CURE	\$ 77.10
PCCP GROUNDMAN / LDR OPR.	\$ 77.10
PCCP PAVER / PLACER OPR	\$ 82.27
PCCP OPERATOR FOREMAN	\$ 84.57
PILEBUCK/MARINE CARPENTER	\$ 76.74
PILEBUCK FOREMAN	\$ 79.05
PIPE OPERATOR FOREMAN	\$ 81.45
2/3AXLE FLATRACK/2M WATER	\$ 56.49
DRIVER 4M WATER	\$ 56.49



## Exhibit B.5

### GMP 2 - Labor Rates

Craft	
Description	GMP 2 Rate
5AXLE DUMP/>4M WATER	\$ 72.41



Activity ID	Activity Name	OD	Duration % Complete	Start	Finish	2023												2024												2025			
						Qtr 2				Qtr 3				Qtr 4				Qtr 1				Qtr 2				Qtr 3				Qtr 4			
						Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr		
BRCP-3630	Decommission Septic Tank	5	0%	28-Aug-23	01-Sep-23																												
BRCP-3660	Decommission Well	2	0%	05-Sep-23	06-Sep-23																												
BRCP-3700	Demo Existing House & Foundations	7	0%	07-Sep-23	15-Sep-23																												
Meridian Creek Scope																																	
BRCP-3540	Procurement - 24" Storm Drain & Manholes	10	0%	22-Aug-23	05-Sep-23																												
BRCP-3550	Procurement - 12" Waterline Pipe & Fittings	10	0%	22-Aug-23	05-Sep-23																												
North																																	
BRCP-3470	Surface Demo (Meridian Creek)(North)	1	0%	17-Aug-23	17-Aug-23																												
BRCP-3510	Demo/Load PCCP/ACP (Meridian Creek)(North)	1	0%	18-Aug-23	18-Aug-23																												
BRCP-3520	Spreadfooting Excavation/Grading (Meridian Creek)	2	0%	19-Aug-23	21-Aug-23																												
BRCP-7260	Excavate JUT (Sta. 64+30 - 65+30)	1	0%	22-Aug-23	22-Aug-23																												
BRCP-3580	F/P/S Spreadfooting Wall	13	0%	23-Aug-23	06-Sep-23																												
BRCP-3680	Meridian Creek Excavation/Grading (North)	2	0%	23-Aug-23	24-Aug-23																												
BRCP-7310	Install Plants & Trees (North)	5	0%	25-Aug-23	30-Aug-23																												
BRCP-3710	Meridian Creek Riprap (North)	1	0%	07-Sep-23	07-Sep-23																												
BRCP-7270	Install Conduit & Backfill (Sta. 64+30 - 65+30)	3	0%	07-Sep-23	09-Sep-23																												
BRCP-3690	D/L/B 24" Storm Drain (Sta. 64+65)(154.5 LF)(North)	2	0%	11-Sep-23	12-Sep-23																												
BRCP-7200	Remove Existing 18" Culverts (North)	3	0%	13-Sep-23	15-Sep-23																												
A1030	Backfill Wall Above JUT	3	0%	14-Sep-23	18-Sep-23																												
BRCP-7180	Install 10" Storm Drain & Temp Inlet (North)	2	0%	16-Sep-23	18-Sep-23																												
BRCP-3730	Temporary Resurfacing (Meridian Creek)(North)	1	0%	19-Sep-23	19-Sep-23																												
BRCP-7290	Install Metal Rail	7	0%	27-Oct-23	06-Nov-23																												
BRCP-7280	Install Brick Veneer	5	0%	07-Nov-23	13-Nov-23																												
Center																																	
A1000	Demo/Load PCCP/ACP (Meridian Creek)(Center)	1	0%	20-Sep-23	20-Sep-23																												
BRCP-3670	Install SD MH-9 (Sta. 64+69)	1	0%	21-Sep-23	21-Sep-23																												
BRCP-3890	Install SD MH-8 (Sta. 64+65)	1	0%	22-Sep-23	22-Sep-23																												
BRCP-3900	Install SD MH-10 (Sta. 64+74)	1	0%	23-Sep-23	23-Sep-23																												
A1010	Install 10" Storm Drain (Meridian Creek)(Center)	1	0%	25-Sep-23	25-Sep-23																												
A1020	Temporary Resurfacing (Meridian Creek)(Center)	1	0%	26-Sep-23	26-Sep-23																												
South																																	
BRCP-3750	Surface Demo (Meridian Creek)(South)	1	0%	27-Sep-23	27-Sep-23																												
BRCP-3760	Demo/Load PCCP (Meridian Creek)(South)	1	0%	28-Sep-23	28-Sep-23																												
BRCP-3810	Gasline Relocation (Meridian Creek)	3	0%	29-Sep-23	02-Oct-23																												
BRCP-3820	Meridian Creek Excavation/Grading (South)	3	0%	29-Sep-23	02-Oct-23																												
BRCP-3870	Waterline Relocation (Meridian Creek)	6	0%	03-Oct-23	09-Oct-23																												
BRCP-7320	Install Plants & Trees (South)	10	0%	03-Oct-23	13-Oct-23																												
BRCP-3910	D/L/B 24" Storm Drain (Sta. 64+69)(154.5 LF)(South)	2	0%	10-Oct-23	11-Oct-23																												
BRCP-3830	Meridian Creek Riprap (South)	3	0%	12-Oct-23	14-Oct-23																												
BRCP-7210	Remove Existing 18" Culverts (South)	3	0%	12-Oct-23	14-Oct-23																												
BRCP-7340	Install SD MH-11	1	0%	16-Oct-23	16-Oct-23																												
BRCP-7190	Install 12" Storm Drain (South)	2	0%	17-Oct-23	18-Oct-23																												
BRCP-7330	Install 10" Storm Drain & Temp Inlet (South)	3	0%	19-Oct-23	23-Oct-23																												
BRCP-3920	Temporary Resurfacing (Meridian Creek)(South)	1	0%	24-Oct-23	24-Oct-23																												
BRCP-7300	Place Temporary Sidewalk & Curb (South)	2	0%	25-Oct-23	26-Oct-23																												
GMP 3.1/4.1																																	
Procurement																																	

Activity ID	Activity Name	OD	Duration % Complete	Start	Finish	2023												2024												2025			
						Qtr 2				Qtr 3		Qtr 4				Qtr 1			Qtr 2			Qtr 3			Qtr 4			Qtr 1		Qtr 2			
						Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr		
<b>Bridge Girders</b>																																	
BRCP-4170	Receipt of PO - Bridge Girder Supplier	0	0%	08-Aug-23																													
BRCP-4220	Drafting - Bridge Girder Supplier	25	0%	08-Aug-23	12-Sep-23																												
BRCP-4260	Checking - Bridge Girder Supplier	10	0%	13-Sep-23	26-Sep-23																												
BRCP-4270	Scrub Bridge Girder Shop Drawings by Supplier	5	0%	27-Sep-23	03-Oct-23																												
BRCP-4290	Submittal - Milestone - Bridge Girders	10	0%	04-Oct-23	17-Oct-23																												
BRCP-4350	Drawings to Plant - Milestone - Bridge Girder Supplier	0	0%	08-Nov-23																													
<b>Fragnet - Resubmittal</b>																																	
BRCP-7360	Address EOR Comments	5	0%	18-Oct-23	24-Oct-23																												
BRCP-7350	2nd Submittal - Milestone - Bridge Girders	10	0%	25-Oct-23	07-Nov-23																												
<b>MSE Walls</b>																																	
A1040	Receipt of PO - MSE Wall Supplier	0	0%	22-Aug-23																													
A1060	Design - MSE Wall Supplier	0	0%	22-Aug-23																													
A1070	Drafting - MSE Wall Supplier	10	0%	22-Aug-23	05-Sep-23																												
A1080	Checking - MSE Wall Supplier	5	0%	06-Sep-23	12-Sep-23																												
A1090	Scrub Submittal - MSE Wall Supplier	5	0%	13-Sep-23	19-Sep-23																												
A1100	Submittal - Milestone - MSE Walls	10	0%	20-Sep-23	03-Oct-23																												
A1120	Drawings to Supplier - Milestone - MSE Wall Supplier	0	0%	25-Oct-23																													
<b>Fragnet - Resubmittal</b>																																	
BRCP-7380	Address EOR Comments	5	0%	04-Oct-23	10-Oct-23																												
BRCP-7370	2nd Submittal - Milestone - Bridge Girders	10	0%	11-Oct-23	24-Oct-23																												
<b>Bridge Pile</b>																																	
A1150	Receipt of PO - Pile Supplier	0	0%	08-Aug-23																													
A1160	Drafting - Pile Supplier	5	0%	08-Aug-23	14-Aug-23																												
A1170	Submittal - Milestone - Bridge Pile	10	0%	15-Aug-23	28-Aug-23																												
A1180	Drawings to Supplier - Milestone - Bridge Pile	0	0%	29-Aug-23																													
A1190	Delivery - H-Pile	30	0%	29-Aug-23	10-Oct-23																												
A1200	Delivery - Pipe Pile	60	0%	29-Aug-23	21-Nov-23																												

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**Boeckman Road Corridor Project  
Exhibit B.7 – Permitting Plan****GMP #2 – 90% House Demolition and Meridian Creek Culvert Replacement**

Permits required for construction of GMP 2 will be coordinated and applied for by TSJV & KPFF. The City of Wilsonville will directly pay for all fees associated with permits required for GMP 2.

**Boeckman Road Corridor Project  
Exhibit B.8 – Right of Way Acquisition Plan****GMP 2 – 90% House Demolition and Meridian Creek Culvert Replacement**

No permanent Right of Way acquisition has been identified for construction of GMP 2.

The following Temporary Construction Easements (TCE) have been identified for construction of GMP 2:

- **Parcel 7** – 3 1 W 12DD 05400 – City Council approval February 23, 2023
- **Parcel 26** – 3 1 W 13AB 15612 – City Council approval February 23, 2023
- **Parcel 27** – South Boeckman (Sta. 65+80) – 3 1 W 13AA 18701 – City Council approval April 17, 2023

The following Structure Easement has been identified for construction of GMP 2:

- **Parcel 30** – North Boeckman (Sta. 64+80) – 3 1 W 12DD 05400 – City Council approval April 17, 2023

## **Exhibit C.1**

### **Construction Proposal: Key Personnel**

City of Wilsonville - Boeckman Road Corridor Project

GMP 2 - House Demolition & Meridian Creek Culvert Replacement

#### **Key Personnel:**

- Ken Kubacki – Construction Project Principal
- Ryan Silbernagel – Construction Project Manager
- Eric Sommers – Construction Superintendent
- Joshua Smith – Construction Project Engineer
- Toni Martinez – Construction Project Administrator
- Jim Castaneda – Construction Project Safety Manager

Subcontractors & Suppliers: See Exhibit C.5

## Exhibit C.2

### Construction Proposal: Construction Document List

City of Wilsonville - Boeckman Road Corridor Project

House Demolition and Meridian Creek Culvert Replacement

DRAWINGS – 90% GMP 2 Set (House Demolition and Meridian Creek Culvert Replacement) Plot Date: 05/19/2023

#### SHEET INDEX

SHEET COUNT	SHEET NUMBER	SHEET TITLE
1	A01	COVER SHEET
2	A02	ABBREVIATIONS AND LEGEND
3	A03	CONSTRUCTION NOTES
4	AB01	STRUCTURE TABLES, NOTES, & PROJECT CONTROLS
5	AB07	EXISTING CONDITIONS PLAN
6	AB12	EXISTING CONDITIONS PLAN
7	AC01	HORIZONTAL CONTROL PLAN
8	AC02	HORIZONTAL CONTROL PLAN
9	AE01	DEMOLITION PLAN
10	AF06	TREE PROTECTION AND REMOVAL PLAN
11	AF07	TREE PROTECTION AND REMOVAL PLAN
12	AF09	TREE PROTECTION AND REMOVAL PLAN
13	AF12	TREE PROTECTION AND REMOVAL PLAN
14	AF16	EXISTING TREE INVENTORY
15	AF17	EXISTING TREE INVENTORY
16	AF18	EXISTING TREE INVENTORY
17	AF19	TREE PROTECTION DETAILS AND NOTES
18	AG05	UTILITY RELOCATION PLAN
19	BA01	TYPICAL SECTION
20	BB01	DETAILS
21	C01	CONSTRUCTION PLAN
22	C01A	PROFILE



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SHEET COUNT	SHEET NUMBER	SHEET TITLE
23	FA12	IRRIGATION PLAN
24	FA12A	PLANTING PLAN
25	FA18A	PLANTING DETAILS
26	EB01	TRAFFIC CONTROL PLAN (PHASE 1)
27	EB02	TRAFFIC CONTROL PLAN (PHASE 1)
28	EC01	TRAFFIC CONTROL PLAN (PHASE 2)
29	EC02	TRAFFIC CONTROL PLAN (PHASE 2)
30	ED01	TRAFFIC CONTROL PLAN (PHASE 3)
31	ED02	TRAFFIC CONTROL PLAN (PHASE 3)
32	FB01	EROSION AND SEDIMENT CONTROL COVER SHEET
33	FB03	EROSION AND SEDIMENT CONTROL PLAN
34	FB04	EROSION AND SEDIMENT CONTROL PLAN
35	FB07	EROSION AND SEDIMENT CONTROL AND WATER BYPASS PLAN
36	FB08	EROSION AND SEDIMENT CONTROL DETAILS
37	FB09	EROSION AND SEDIMENT CONTROL DETAILS
38	HA01	MERIDIAN CREEK CULVERTS - GRADING PLAN
39	HA02	MERIDIAN CREEK CULVERTS - UPSTREAM PLAN AND PROFILE
40	HA03	MERIDIAN CREEK CULVERTS - DOWNSTREAM PLAN AND PROFILE
41	R-0	GENERAL STRUCTURAL NOTES
42	R-1	RETAINING WALL ELEVATION
43	R-2	RETAINING WALL SECTIONS
44	R-3	CONCRETE DETAILS

SHEET COUNT	SHEET NUMBER	SHEET TITLE
45	R-4	CONCRETE DETAILS
46	RA01	STANDARD DRAWING - CITY OF WILSONVILLE
47	RA02	STANDARD DRAWING - CITY OF WILSONVILLE
48	RA03	STANDARD DRAWING - CITY OF WILSONVILLE
49	RB01	STANDARD DRAWING - ODOT

SPECIAL PROVISIONS SECTION – 90% GMP 2 SET (House Demolition and Meridian Creek Culvert Replacement) Posted: 05/20/2023

(MODIFICATIONS TO THE OREGON STANDARD SPECIFICATIONS FOR CONSTRUCTION, 2018)

Section 00110 – Organization, Conventions, Abbreviations, and Definitions

Section 00120 – Bidding Requirements and Procedures

Section 00130 – Award and Execution of Contract

Section 00140 – Scope of Work

Section 00150 – Control of Work

Section 00160 – Source of Materials

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Section 00165 – Quality of Materials  
Section 00170 – Legal Relations and Responsibilities  
Section 00180 – Prosecution and Progress  
Section 00195 – Payment  
Section 00210 – Mobilization  
Section 00220 – Accommodations from Public Traffic  
Section 00225 – Work Zone Traffic Control  
Section 00240 – Temporary Drainage Facilities  
Section 00280 – Erosion and Sediment Control  
Section 00290 – Environmental Protection  
Section 00298 – Well Abandonment  
Section 00299 – Decommission Septic Systems  
Section 00310 – Removal of Structures and Obstructions  
Section 00320 – Clearing and Grubbing  
Section 00330 – Earthwork  
Section 00335 – Blasting Methods and Protection of Excavation Backslopes  
Section 00340 – Watering  
Section 00350 – Geosynthetic Installation  
Section 00390 – Riprap Protection  
Section 00405 – Trench Excavation, Bedding, and Backfill  
Section 00415 – Video Pipe Inspection  
Section 00420 – Salvaging Pipe  
Section 00445 – Sanitary, Storm, Culvert, Siphon, and Irrigation Pipe  
Section 00470 – Manholes, Catch Basins, and Inlets  
Section 00490 – Work on Existing Sewers and Structures  
Section 00495 – Trench Resurfacing  
Section 00497 – Franchise Utilities  
Section 00530 – Steel Reinforcement for Concrete  
Section 00540 – Structural Concrete  
Section 00596C – Cast-In-Place Concrete Retaining Walls  
Section 00620 – Cold Plane Pavement Removal  
Section 00641 – Aggregate Subbase, Base, and Shoulders  
Section 00730 – Emulsified Asphalt Tack Coat  
Section 00745 – Asphalt Concrete Pavement – Statistical Acceptance

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Section 00748 – Asphalt Concrete Pavement Repair

Section 00820 – Concrete Barrier

Section 00960 – Common Provisions for Electrical Systems

Section 02001 – Concrete

Section 02040 – Chemical Admixtures

Section 02050 – Curing Materials

Section 02410 – Concrete Pipe

Section 02450 – Manhole and Inlet Materials

Section 02510 – Reinforcement

Section 02690 – PCC Aggregates

## Exhibit C.3

### Construction Proposal: Procurement Plan

City of Wilsonville - Boeckman Road Corridor Project

House Demolition and Meridian Creek Culvert Replacement

#### Criteria for Procurement Plan

- **Progressive Design-Build Agreement Section 14: Subcontracting**
- **Design-Build General Conditions Article 6: Design-Builders Responsibilities**
  - **Section 6.13: Concerning Subcontracting and Self-Performance**

#### Application of Criteria

For this GMP, the Design Builder intends to comply with Section 13 of the Progressive Design-Build Agreement and the Design-Build General Conditions Section 6.13 using a mixture of self-performed work and subcontracted work as shown in the Proposal for the project. The means of subcontracting the work will be determined as set forth in the General Conditions and the estimated value of work in compliance with General Conditions 6.13 A-E.

#### **General Conditions 6.13:**

*6.13 Selection of sources of design services, labor, material, equipment, and services necessary to accomplish the Work is governed by this section. For the purposes of this section, "Subcontractor" also includes suppliers.*

#### **6.13.A:**

*The Design-Builder shall seek to develop Subcontractor interest in the Work and shall furnish to the City a list of potential qualified Subcontractors from whom bids may be requested. The City may identify additional potential qualified Subcontractors from whom the Design-Builder shall request bids.*

The subcontractor trades, including suppliers for this GMP are shown in Exhibit C.4 and include:

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- Aggregates
- Asphalt Concrete Paving
- Concrete Reinforcement
- Culvert Pipe
- Demolition – Structures
- Electrical
- Erosion & Sediment Control
- Handrail
- JUT Materials
- Landscaping
- Manhole Channelization
- Masonry
- Material Disposal
- Pipe Inspection/TX
- Precast Structures
- Quality Control (QC)
- Ready Mix Concrete
- Saw Cutting
- Storm Drain Materials
- Striping
- Survey
- Tree Removal
- Trucking
- Waterline Materials

Material supply for self-performed work is included in the cost for that work and will be provided by the Design-Builder.

Per Section 6.13.D.2 subcontracted or self-performed work valued at \$10,000 or less is exempt from the competitive selection process. The following work is expected to meet this requirement and subcontractors will be selected from the list in Exhibit C.5:

- Concrete Reinforcement
- Electrical
- Erosion & Sediment Control
- Handrail
- JUT Materials
- Manhole Channelization
- Pipe Inspection/TV
- Saw Cutting
- Storm Drain Materials
- Striping
- Survey

Per Section 6.13.D.3 subcontracted work valued at less than \$100,000 but more than \$10,000 is exempted provided the Design Builder receives a minimum of three written quotations and awards the subcontract to a qualified Subcontractor at a fair and reasonable price. The City may waive the three-quotation minimum requirement after reviewing the Design Builder's good faith efforts to obtain them. The following subcontracted work is expected to meet this exemption and quotes will be requested from the subcontractors listed in Exhibit C.5. Prior to bidding to subcontractors, if the work is estimated to exceed \$100,000 it will be subcontracted in accordance with the process outlined in 6.13.E below.

- Aggregates
- Asphalt Concrete Paving
- Culvert Pipe
- Demolition – Structures
- Landscaping
- Masonry

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- Material Disposal
- Precast Structures
- Quality Control (QC)
- Ready Mix Concrete
- Tree Removal/Clearing
- Trucking
- Waterline Materials

Per Section 6.13.E work valued at over \$100,000 will be awarded based on the competitive selection process.

- N/A – No subcontracted scope will be procured under this section for GMP 2.

### **6.13.B:**

The proposal must include an explanation as to why self-performance or exemption from the competitive selection process is in the City's best interest.

The Design Builder Proposes to self-perform flagging, traffic control set up and maintenance, erosion control, clearing and grubbing, aggregate base and paving as allowed in General conditions 6.13.B and C. Justification for the self-performed work will be more fully explained below. The Design Builder will fully respond to any questions or comments submitted by the City in regard to the non-competitive process and is fully insured to the extents required.

- *Special advantages or capabilities of the Design-Builder or Subcontractor to perform the Work:*
  - The Design Builder has the capability to perform both utility installation and structural concrete scopes. This provides efficiency and eliminates the need for sequencing and mobilization of multiple subcontractors for these scopes of work.
  - Design Builder has a in-house TCS to develop traffic control plans and has the capability to provide Traffic Control and Flagging staff necessary.
- *Market availability of the requested services or products:*
  - Due to lead times, the Design Builder is proposing to purchase the GMP 3 H-pile and pipe pile as part of GMP 2. An allowance for these items has been included in GMP 2 and the competitive process will be used to select supplier.
  - Due to development and review times, the Design Builder is proposing to procure engineering services for GMP 3 bridge girders and MSE wall designs as part of GMP 2. An allowance for these items has been included in GMP 2 and the competitive process will be used to select supplier.
- *Demonstration that the process is reasonable and fair:*
  - *Independently verified Guaranteed Maximum Price and risk reduction for the city:* The Design Builder requests that the City's Owner Representative provide

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an independent cost estimate for the work per 6.13.B. This will insulate the City from the risk of high subcontractor costs. Additionally, the Design Builder agrees to and supports open-book costing for all self-performed work on the project. All questions or comments submitted by the City in regards to this process will be fully responded to.

- The following scopes are requested to be performed by TSJV as self-performed work and are above \$10,000 in value. These scopes of work were evaluated against an Independent Cost Estimate:

- Traffic Control
- Flagging
- Erosion Control
- Removals (Surfaces, Curbs, Retaining Walls, etc.)
- Excavation/Grading
- Storm Sewer Installation/Removal
- Waterline Removal and Relocation
- CIP Retaining Wall

- The following scopes of work are requested to be performed by TSJV and are less than \$10,000 in value. Although exempt by section 6.13(D), because the value of work is less than \$10,000.

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## Exhibit C.4

### GMP 2 - Procurement Method

Item	Estimated Value	Procurement Method
1. Aggregates	Between \$10,000 and \$100,000	Selected from a minimum of three requested written quotations.
2. Asphalt Concrete Paving	Between \$10,000 and \$100,000	Selected from a minimum of three requested written quotations
3. Concrete Reinforcement	Less than \$10,000	Selected from a minimum of three requested written quotations
4. Culvert Pipe	Between \$10,000 and \$100,000	Selected from a minimum of three requested written quotations
5. Demolition - Structures	Between \$10,000 and \$100,000	Selected from a minimum of three requested written quotations
6. Electrical	Less than \$10,000	Continuation of Subcontractor selected previously the through "Competitive Process" with a value less than \$10,000
7. Erosion & Sediment Control	Less than \$10,000	Selected from a minimum of three requested written quotations
8. Handrail	Less than \$10,000	Selected from a minimum of three requested written quotations
9. JUT Materials	Less than \$10,000	Selected from a minimum of three requested written quotations
10. Landscaping	Between \$10,000 and \$100,000	Selected from a minimum of three requested written quotations



Item	Estimated Value	Procurement Method
11. Manhole Channelization	Less than \$10,000	Selected from a minimum of three requested written quotations
12. Masonry	Between \$10,000 and \$100,000	Selected from a minimum of three requested written quotations
13. Material Disposal	Between \$10,000 and \$100,000	Selected from a minimum of three requested written quotations
14. Pipe Inspection/TV	Less than \$10,000	Selected from a minimum of three requested written quotations
15. Precast Structures	Between \$10,000 and \$100,000	Selected from a minimum of three requested written quotations
16. Quality Control (QC)	Between \$10,000 and \$100,000	Selected from a minimum of three requested written quotations
17. Ready Mix Concrete	Between \$10,000 and \$100,000	Selected from a minimum of three requested written quotations
18. Saw Cutting	Less than \$10,000	Selected from a minimum of three requested written quotations
19. Storm Drain Materials	Less than \$10,000	Selected from a minimum of three requested written quotations
20. Striping	Less than \$10,000	Continuation of Subcontractor selected previously the through "Competitive Process" with a value less than \$10,000
21. Survey	Less than \$10,000	Best combination of qualifications and price
22. Tree Removal	Between \$10,000 and \$100,000	Selected from a minimum of three requested written quotations
23. Trucking	Between \$10,000 and \$100,000	Selected from a minimum of three requested written quotations
24. Waterline Materials	Between \$10,000 and \$100,000	Selected from a minimum of three requested written quotations

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**Exhibit C.5**  
**GMP 2 - Subcontractor and Suppliers**

Category	Subcontractor	Solicited	Bid Received	Notes
1. Aggregates	CADMAN	Y	Y	
	Calportland	Y	Y	
	Crabtree Crushing Inc.	Y	Y	
	Knife River	Y	Y	
	Tigard Sand & Gravel	Y	Y	Low Bid
	WCP - Wilsonville Concrete Products Inc.	Y	N	
	Western Rock Resources (Mesiel Rock)	Y	N	
	Windsor Rock Products	Y	Y	
2. Asphalt Concrete Paving	Brix Paving Northwest, Inc.	Y	Y	Low Bid
	Knife River	Y	Y	
	Lakeside Industries, Inc.	Y	Y	
3. Concrete Reinforcement	Farwest Steel Reinforcing Company	Y	N	
	Precision Rebar & Accessories, Inc.	Y	Y	Low Bid
	R2M2 Rebar and Stressing, Inc.	Y	N	
4. Culvert Pipe	Cascade Concrete Products, Inc.	Y	Y	Low Bid
	Columbia Precast	Y	N	
	National Precast LLC	Y	N	
	Oldcastle Infrastructure/Precast	Y	N	
5. Demolition - Structures	3 Kings Environmental, Inc.	Y	Y	
	Groat Bros, Inc	Y	N	
	Richey Wrecking Company	Y	Y	Low Bid
	Staton Companies	Y	N	
	UWD PreBuild, Inc.	Y	N	
6. Electrical	Prairie Electric, Inc.	Y	Y	Low Bid
7. Erosion & Sediment Control	ACF West, Inc.	Y	N	
	Cascade Geosynthetics	Y	Y	Low Bid
	GeoTK, LLC	Y	Y	
	Hanes Geo Components	Y	Y	
8. Handrail	A2 Fabrication	Y	N	
	Architectural Metal Works, Inc.	Y	N	
	Tapani Inc.	Y	Y	Low Bid
9. JUT Materials	Consolidated Supply Co.	Y	N	
	Core & Main	Y	N	
	Ferguson Waterworks	Y	N	
	HD Fowler Company, Inc.	Y	Y	
	Western Waterworks Supply Company	Y	Y	Low Bid
10. Landscaping	Affinity NW Landscaping	Y	N	
	Anderson's Erosion Control, Inc.	Y	N	
	Ash Creek Landscaping	Y	N	
	Cascadian Landscapers	Y	N	
	Dennis' Seven Dees Landscaping, Inc.	Y	N	
	Desantis Landscaping	Y	N	
	Fox Erosion Control & Landscape, Inc.	Y	Y	Low Bid
	North Fork Landscape, Inc.	Y	N	
	Teufel Nursery Inc.	Y	N	
	Valleyscapes	Y	Y	

Category	Subcontractor	Solicited	Bid Received	Notes
11. Manhole Channelization	Bergen Construction, Inc.	Y	Y	Low Bid
			N	
12. Masonry	D&R Masonry Restoration Inc.	Y	N	
	Kraft Masonry, Inc.	Y	Y	
	Milne Masonry, Inc.	Y	N	
	Tikka Masonry	Y	Y	Low Bid
13. Material Disposal	CADMAN	Y	Y	
	Calportland	Y	Y	Low Bid
	Crabtree Crushing Inc.	Y	N	
	Knife River	Y	Y	
	Newberg Dirt Dump	Y	N	
	Tigard Sand & Gravel	Y	Y	
	Colvin	Y	Y	
	Western Rock Resources (Mesiel Rock)	Y	N	
	Windsor Rock Products	Y	Y	
14. Pipe Inspection/TV	Aims Companies	Y	N	
	Arck Construction Company	Y	Y	
	Pacific Int-r-tek	Y	Y	Low Bid
	Pipeline Video Inspection & Cleaning, LLC	Y	N	
	PPV, Inc./Bravo Environmental	Y	N	
	Pro-Vac	Y	N	
	River City Environmental	Y	N	
	The Iron Horse Group	Y	N	
15. Precast Structures	Cascade Concrete Products, Inc.	Y	Y	
	Columbia Precast	Y	N	
	National Precast LLC	Y	N	
	Oldcastle Infrastructure/Precast	Y	Y	Low Bid
16. Quality Control (QC)	Asphalt Concrete Soils (ACS) Testing, Inc.	Y	N	
	Alliance Testing Services (ATS), LLC	Y	N	
	Carlson Testing, Inc.	Y	Y	
	Professional Service Industries (PSI), Inc.	Y	Y	Low Bid
17. Ready Mix Concrete	Calportland	Y	Y	Low Bid
	Heidelberg Materials	Y	N	
	Knife River	Y	N	
	WCP - Wilsonville Concrete Products Inc.	Y	N	
18. Saw Cutting	A Cut Above Concrete Cutting, LLC	Y	N	
	American Concrete Company	Y	N	
	Brothers Concrete Cutting, Inc.	Y	Y	Low Bid
	Diamond Concrete Cutting, Inc.	Y	N	
	Penetrations, Inc.	Y	N	
	Sawcutters NW LLC	Y	N	
	UWD PreBuild, Inc.	Y	N	
19. Storm Drain Materials	Consolidated Supply Co.	Y	N	
	Core & Main	Y	Y	
	Ferguson Waterworks	Y	N	
	HD Fowler Company, Inc.	Y	Y	
	Western Waterworks Supply Company	Y	Y	Low Bid
20. Striping	Specialized Pavement Marking (SPM), LLC	Y	Y	Low Bid
21. Survey	1Alliance Geomatics, LLC	Y	Y	
	AKS Engineering & Forestry LLC	Y	Y	
	Crawford, Drummond & Associates, Inc.	Y	Y	
	GeoMetrix Northwest	Y	Y	Best Value & Low Bid
	Pace Engineers, Inc	Y	N	
	PLS Engineering	Y	Y	
	Terracalc Land Surveying, Inc.	Y	N	
	Westlake Consultants, Inc.	Y	N	

Category	Subcontractor	Solicited	Bid Received	Notes
22. Tree Removal	Mr Tree, Inc.	Y	Y	Low Bid
	S&H Companies	Y	N	
	Savatree	Y	Y	
23. Trucking	Caseday, Inc./Fillup's Trucking	Y	Y	
	Cutter Construction Co Inc.	Y	Y	Low Bid
	Deans Commercial	Y	Y	
	Frank's Excavating, LLC	Y	Y	
	Salt & Pepper Construciton Co., Inc.	Y	N	
	Taylor Transport, Inc.	Y	Y	
24. Waterline Materials	Consolidated Supply Co.	Y	N	
	Core & Main	Y	N	
	Ferguson Waterworks	Y	N	
	HD Fowler Company, Inc.	Y	Y	
	Western Waterworks Supply Company	Y	Y	Low Bid

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## Exhibit C.6

### GMP 2 - Selected Subcontractor and Suppliers

Item	Estimated Value	Selected Subcontractor or Supplier
1. Aggregates	\$ 83,384.52	Tigard Sand & Gravel
2. Asphalt Concrete Paving	\$ 24,298.27	Brix Paving Northwest
3. Concrete Reinforcement	\$ 5,740.01	Precision Rebar & Accessories, Inc.
4. Culvert Pipe	\$ 19,250.02	Cascade Concrete Products, Inc.
5. Demolition - Structures	\$ 59,313.88	Richey Wrecking Company
6. Electrical	\$ 7,653.36	Prairie Electric, Inc.
7. Erosion & Sediment Control	\$ 3,114.32	Cascade Geosynthetics
8. Handrail	\$ 12,531.11	Tapani Inc.
9. JUT Materials	\$ 7,616.32	Western Waterworks Supply Company
10. Landscaping	\$ 75,927.77	Fox Erosion Control & Landscape, Inc.
11. Manhole Channelization	\$ 7,813.50	Bergen Construction, Inc.
12. Masonry	\$ 18,938.47	Tikka Masonry

Item	Estimated Value	Selected Subcontractor or Supplier
13. Material Disposal	\$ 15,396.41	Calportland
14. Pipe Inspection/TV	\$ 1,754.06	Pacific Int-r-tek
15. Precast Structures	\$ 15,562.00	Oldcastle Infrastructure/Precast
16. Quality Control (QC)	\$ 18,748.16	Professional Service Industries (PSI), Inc.
17. Ready Mix Concrete	\$ 19,395.30	Calportland
18. Saw Cutting	\$ 3,835.01	Brothers Concrete Cutting, Inc.
19. Storm Drain Materials	\$ 4,442.61	Western Waterworks Supply Company
20. Striping	\$ 6,247.87	Specialized Pavement Marking (SPM), LLC
21. Survey	\$ 11,575.41	GeoMetrix Northwest
22. Tree Removal	\$ 20,125.00	Mr. Tree
23. Trucking	\$ 43,593.33	Cutter Construction Co., Inc.
24. Waterline Materials	\$ 19,167.03	Western Waterworks Supply Company



## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date: July 17, 2023</b>	<b>Subject: Resolution No. 3068</b> Authorizing the City Manager to Execute a Professional Services Agreement with Mayer Reed to Provide Landscape Architecture, Civil Engineering and Planning consulting services for the Frog Pond West Neighborhood Park (CIP #9175)  <b>Staff Member:</b> Kris Ammerman, Parks and Recreation Director  <b>Department:</b> Parks and Recreation Department	
<b>Action Required</b>	<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b> N/A	
<b>Staff Recommendation:</b> Staff recommends that Council adopt the Consent Agenda.		
<b>Recommended Language for Motion:</b> I move to approve the Consent Agenda.		
<b>Project / Issue Relates To:</b>		
<input type="checkbox"/> Council Goals/Priorities:	<input checked="" type="checkbox"/> Adopted Master Plan(s): Frog Pond West Master Plan	<input type="checkbox"/> Not Applicable

### ISSUE BEFORE COUNCIL:

A City of Wilsonville Resolution approving a Professional Services Agreement (PSA) with Mayer Reed in the amount of \$317,975 for Landscape Architecture, Civil Engineering and Planning consulting services for the Frog Pond West Neighborhood Park (CIP #9175) project (Project).

**EXECUTIVE SUMMARY:**

The Frog Pond West Neighborhood Park is proposed to be constructed on a 2.93 acre parcel located in the Frog Pond West Neighborhood (Attachment 1). The Parks and Recreation Department conducted a community preference survey on three design alternatives in early 2023. Over 140 responses were received by community members on what they liked and did not like in the concept designs. Based on community input, a slightly modified preferred alternative emerged as the design preference – Option 3 Adventure Charms (Attachment 2). Additionally, the School Board declared the property surplus and Council and the Board, each in separate actions, approved the acquisition of the park site by the City in April 2023.

The 2017 Frog Pond West Master Plan identifies this neighborhood park amenity as a key part of the Frog Pond West neighborhood. Staff issued a Request for Proposals (RFP) in April 2023 for professional landscape architecture, civil engineering, and planning services for the Project. Two proposal(s) were received by the May 11, 2023 due date. Staff evaluated the submitted proposals and determined that Mayer Reed was most qualified to perform the multi-disciplinary consulting services for the Project.

The Project will take the park concept design through the Development Review Board (DRB) for land use entitlements, will include creation of design development and construction ready drawings, bidding assistance as well as construction oversight.

**EXPECTED RESULTS:**

Delivery of a high quality neighborhood park that serves as a community amenity that will enhance the value of property in the area, as well as provide an opportunity for passive recreation, exercise, picnicking and play for children.

**TIMELINE:**

Design Development – Summer/Fall 2023

DRB Review – Late Summer/Fall 2023

Construction Documents – Winter 2023

Bid – Spring 2024

Construct – Summer/Fall 2024

**CURRENT YEAR BUDGET IMPACTS:**

The adopted budget for FY23/24 includes \$681,350 from the Frog Pond Infrastructure Fee (CIP #9175). This amount will cover the contract amount for consulting services of \$317,975.

**COMMUNITY INVOLVEMENT PROCESS:**

The Parks and Recreation Department conducted a community preference survey on three neighborhood park design alternatives in early 2023. Over 140 responses were received. Based on the input, there was majority preference for one site plan, Adventure Charms. There will be additional community involvement opportunities as part of the DRB review of the site plan.



**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:**

The Project will benefit the community by providing an important community amenity for the Frog Pond West Neighborhood Park.

**ALTERNATIVES:**

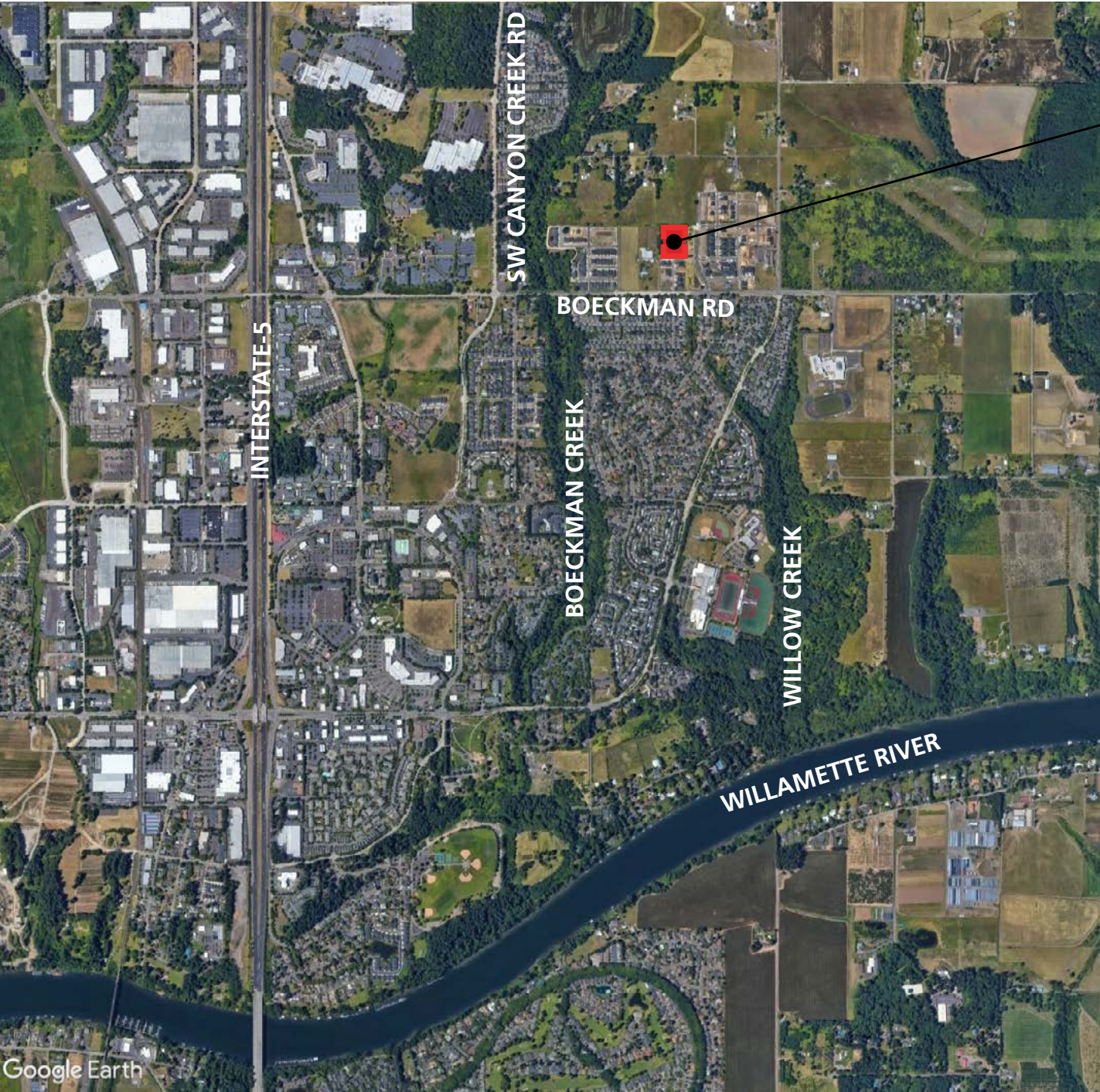
The Council could reject all of the proposals and direct staff to not pursue the project at this time. This approach is not recommended, as there have been commitments made to the neighborhood regarding delivery of this neighborhood amenity.

**CITY MANAGER COMMENT:**

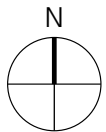
N/A

**ATTACHMENTS:**

1. Vicinity Map
2. Site Concept Plan – Adventure Charms
3. Resolution No. 3068
  - A. Frog Pond West Neighborhood Park Professional Services Agreement



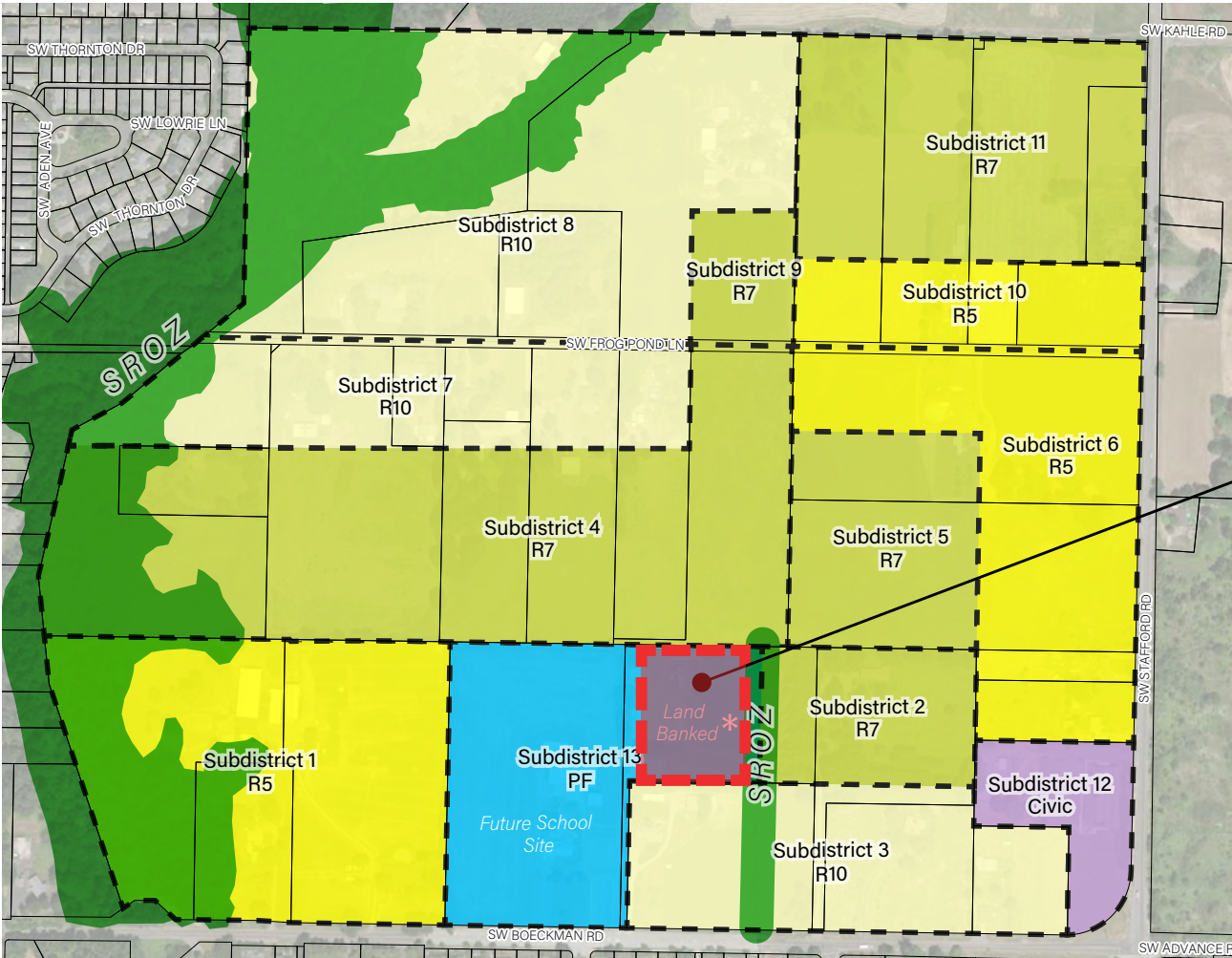
Frog Pond Neighborhood Park



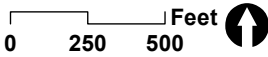








# Frog Pond West Master Plan

Context



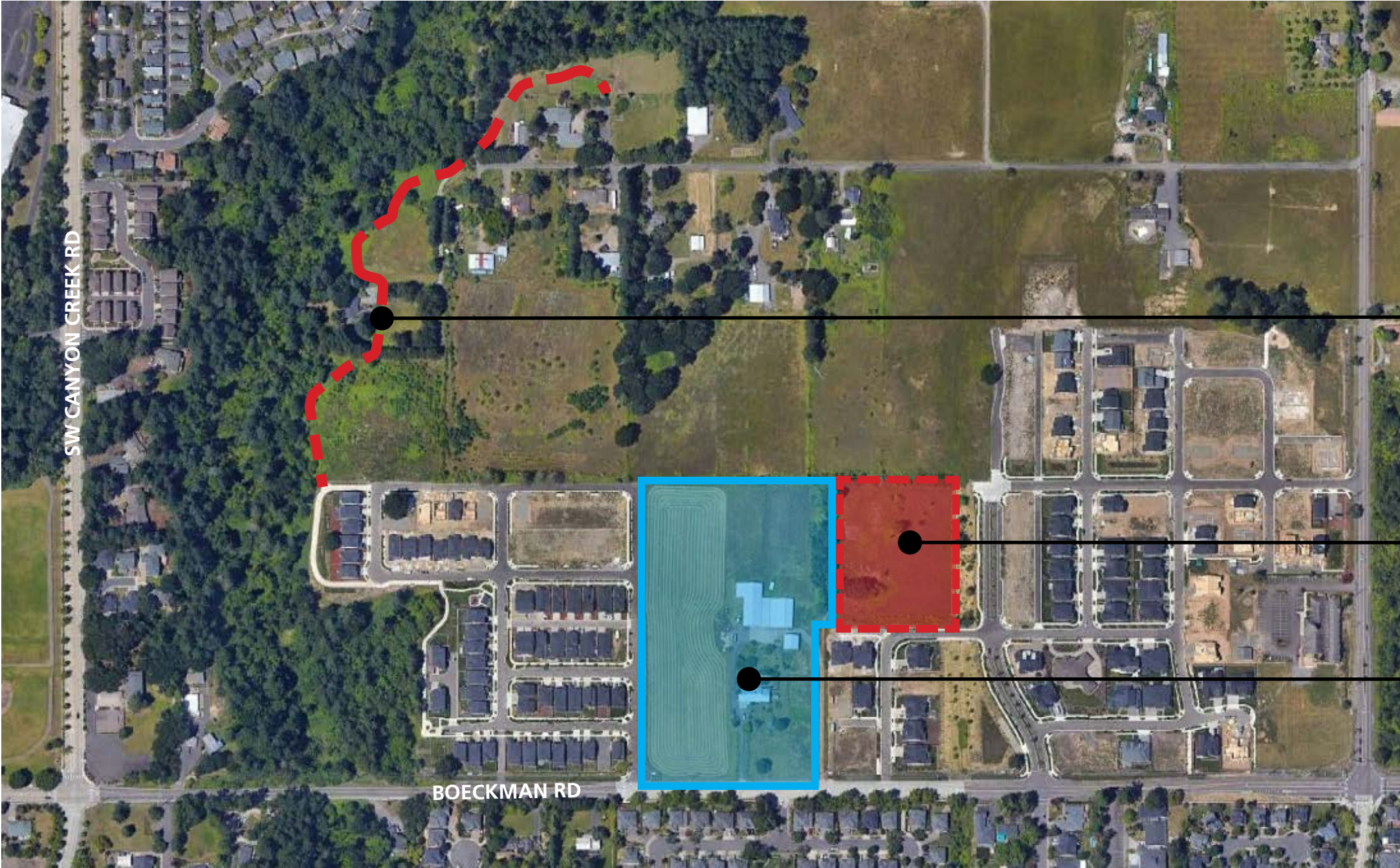
Frog Pond  
Neighborhood Park



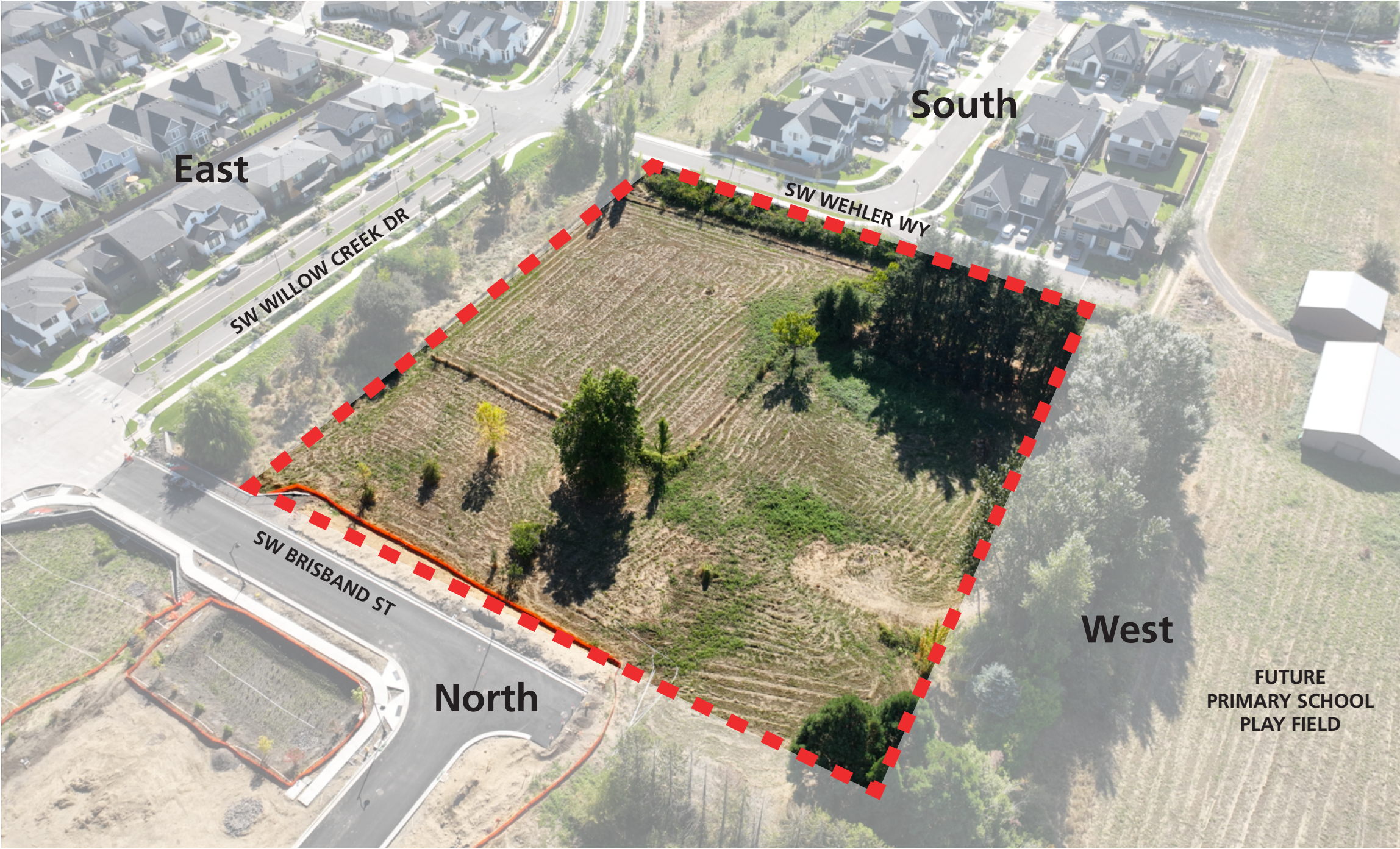
- |   |   |
|---|---|
|  R5 - Small Lot Single Family  |  Public Facilities                         |
|  R7 - Medium Lot Single Family |  Civic                                     |
|  R10 - Large Lot Single Family |  Significant Resources Overlay Zone (SROZ) |

\* Land banked for school facilities, a neighborhood park, and/or residential use.



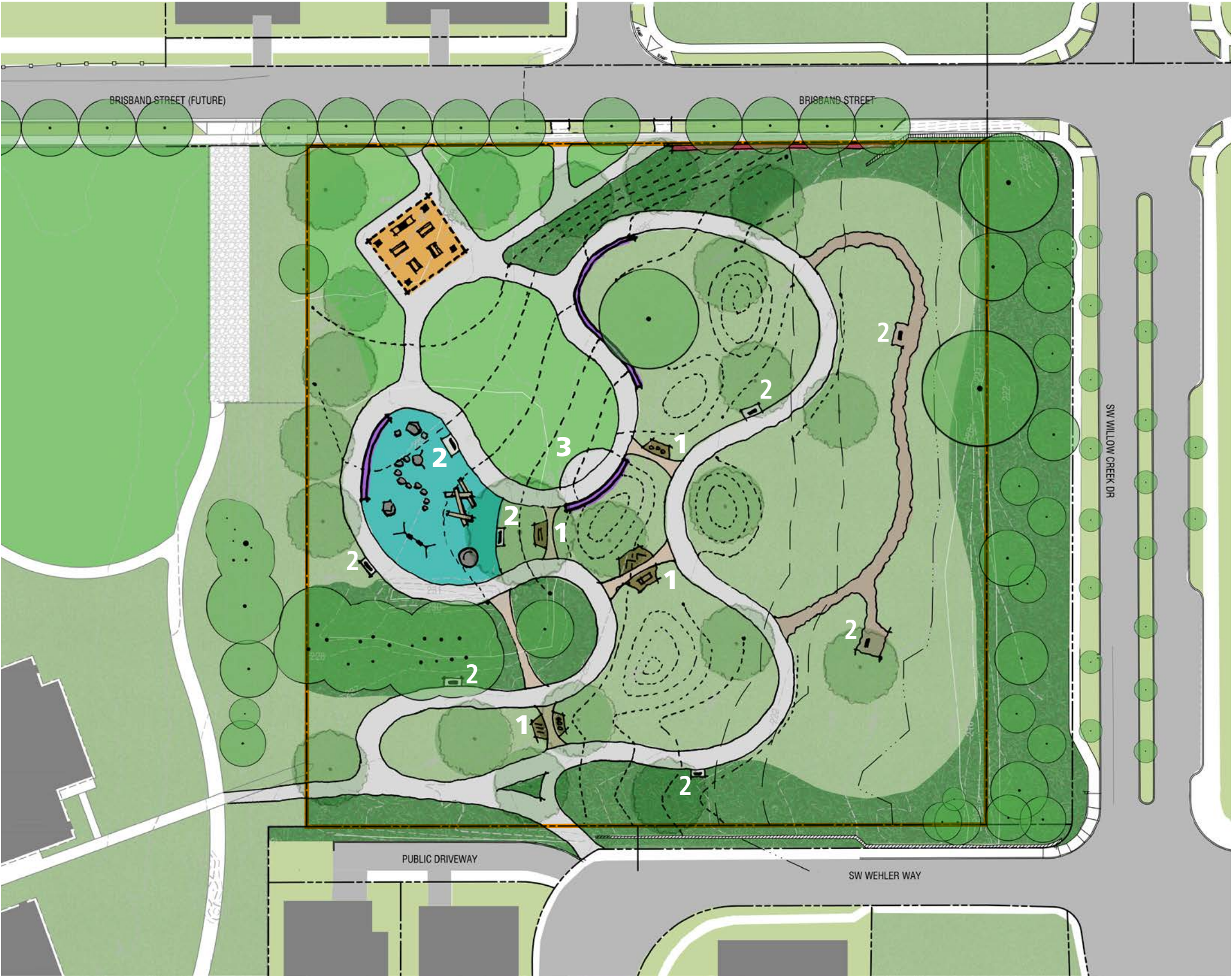




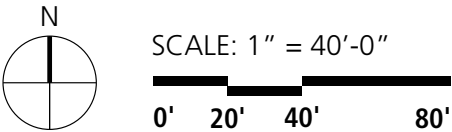




Site Plan



- KEY**
- Project property line
  - Proposed contour, 1ft intervals
  - Shrubs / Woodland
  - Meadow
  - Lawn
  - Tree, existing
  - Tree, new
  - Main path, concrete paving, 10ft wide typ.
  - Secondary path, concrete paving, 5ft wide min.
  - Wetland path, crushed aggregate, 5ft wide min.
  - CIP concrete retaining / Seat wall
  - Concrete unit retaining wall, match existing
  - Shelter, 40 x 35 ft
    - (4) picnic tables
    - (1) BBQ, built-in w/propane hook-up
  - Play area,
    - equipment for 2-5 yr children
    - EWF fall surfacing
  - 1** Adult fitness equipment
    - EWF fall surfacing
  - 2** Bench
  - 3** Widened path (small stage)



**RESOLUTION NO. 3068**

**A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH MAYER REED TO PROVIDE LANDSCAPE ARCHITECTURE, CIVIL ENGINEERING AND PLANNING SERVICES FOR THE FROG POND WEST NEIGHBORHOOD PARK PROJECT (CAPITAL IMPROVEMENT PROJECT #9175).**

WHEREAS, the City has planned and budgeted for landscape architecture, civil engineering and planning consulting services for Capital Improvement Project #9175, known as the Frog Pond West Neighborhood Park project (the Project); and

WHEREAS, the City solicited proposals from qualified consulting firms for the Project that duly followed State of Oregon Public Contracting Rules and the City of Wilsonville Municipal Code; and

WHEREAS, Mayer Reed submitted a proposal on May 11, 2023 and was subsequently evaluated and determined to be the most qualified consultant to perform the work; and

WHEREAS, following the qualifications based selection process and under the direction of the City, a detailed scope of work was prepared, and the fee for the scope was negotiated and found to be acceptable and appropriate for the services to be provided.

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

Section 1. The procurement process for the Project duly followed Oregon Public Contracting Rules, and Mayer Reed has provided a responsive and responsible proposal for landscape architecture, civil engineering and planning consulting services.

Section 2. The City Council, acting as the Local Contract Review Board, authorizes the City Manager to enter into and execute, on behalf of the City of Wilsonville, a Professional Services Agreement with Mayer Reed for a not-to-exceed amount of \$317,975, which is substantially similar to **Exhibit A** attached hereto.

Section 3. This resolution becomes effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 17<sup>th</sup> day of July, 2023, and filed with the Wilsonville City Recorder this date.

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JULIE FITZGERALD, MAYOR

ATTEST:

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Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Fitzgerald

Council President Akervall

Councilor Linville

Councilor Berry

Councilor Dunwell

EXHIBIT:

A. Frog Pond West Neighborhood Park Professional Services Agreement



## CITY OF WILSONVILLE PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“Agreement”) for the Frog Pond West Neighborhood Park Design Project (“Project”) is made and entered into on this \_\_\_\_ day of July 2023 (“Effective Date”) by and between the **City of Wilsonville**, a municipal corporation of the State of Oregon (hereinafter referred to as the “City”), and **Mayer/Reed, Inc.**, an Oregon corporation (hereinafter referred to as “Consultant”).

### RECITALS

WHEREAS, the City requires services which Consultant is capable of providing, under terms and conditions hereinafter described; and

WHEREAS, Consultant represents that Consultant is qualified to perform the services described herein on the basis of specialized experience and technical expertise; and

WHEREAS, Consultant is prepared to provide such services as the City does hereinafter require.

NOW, THEREFORE, in consideration of these mutual promises and the terms and conditions set forth herein, the parties agree as follows:

### AGREEMENT

#### Section 1. Scope of Work

Consultant shall diligently perform the landscape, architecture, and civil design services according to the requirements identified in the Scope of Work for the Project, attached hereto as **Exhibit A** and incorporated by reference herein (the “Services”).

#### Section 2. Term

The term of this Agreement shall be from the Effective Date until all Services required to be performed hereunder are completed and accepted, or no later than December 31, 2024, whichever occurs first, unless earlier terminated in accordance herewith or an extension of time is agreed to, in writing, by the City.

#### Section 3. Consultant’s Services

3.1. All written documents, drawings, and plans submitted by Consultant in conjunction with the Services shall bear the signature, stamp, or initials of Consultant’s authorized Project Manager. Any documents submitted by Consultant that do not bear the signature, stamp, or initials of Consultant’s authorized Project Manager, will not be relied upon by the City. Interpretation of plans and answers to questions regarding the Services or Scope of Work given by Consultant’s Project Manager may be verbal or in writing, and may be relied upon by the City, whether given verbally or

in writing. If requested by the City to be in writing, Consultant's Project Manager will provide such written documentation.

3.2. Consultant will not be deemed to be in default by reason of delays in performance due to circumstances beyond Consultant's reasonable control, including but not limited to strikes, lockouts, severe acts of nature, or other unavoidable delays or acts of third parties not under Consultant's direction and control ("Force Majeure"). In the case of the happening of any Force Majeure event, the time for completion of the Services will be extended accordingly and proportionately by the City, in writing. Lack of labor, supplies, materials, or the cost of any of the foregoing shall not be deemed a Force Majeure event.

3.3. The existence of this Agreement between the City and Consultant shall not be construed as the City's promise or assurance that Consultant will be retained for future services beyond the Scope of Work described herein.

3.4. Consultant shall maintain the confidentiality of any confidential information that is exempt from disclosure under state or federal law to which Consultant may have access by reason of this Agreement. Consultant warrants that Consultant's employees assigned to the Services provided in this Agreement shall be clearly instructed to maintain this confidentiality. All agreements with respect to confidentiality shall survive the termination or expiration of this Agreement.

#### **Section 4. Compensation**

4.1. Except as otherwise set forth in this **Section 4**, the City agrees to pay Consultant on a time and materials basis, guaranteed not to exceed THREE HUNDRED SEVENTEEN THOUSAND NINE HUNDRED SEVENTY-FIVE DOLLARS (\$317,975), for performance of the Services ("Compensation Amount"). Any compensation in excess of the Compensation Amount will require an express written Addendum to be executed between the City and Consultant. Consultant's Rate Schedule is set forth in **Exhibit B**, attached hereto and incorporated by reference herein.

4.2. During the course of Consultant's performance, if the City, through its Project Manager, specifically requests Consultant to provide additional services that are beyond the Scope of Work described on **Exhibit A**, Consultant shall provide such additional services and bill the City at the hourly rates outlined on Consultant's Rate Schedule, as set forth in **Exhibit B**. Any Additional services beyond the Scope of Work, or any compensation above the amount shown in **Subsection 4.1**, requires a written Addendum executed in compliance with the provisions of **Section 17**.

4.3. Except for amounts withheld by the City pursuant to this Agreement, Consultant will be paid for Services for which an itemized invoice is received by the City within thirty (30) days of receipt, unless the City disputes such invoice. In that instance, the undisputed portion of the invoice will be paid by the City within the above timeframe. The City will set forth its reasons for the disputed claim amount and make good faith efforts to resolve the invoice dispute with Consultant as promptly as is reasonably possible.

4.4. The City will be responsible for the direct payment of required fees payable to governmental agencies, including but not limited to plan checking, land use, zoning, permitting, and all other similar fees resulting from this Project, that are not specifically covered by **Exhibit A**.

4.5. Consultant's Compensation Amount and Rate Schedule are all inclusive and include, but are not limited to, all work-related costs, expenses, salaries or wages, plus fringe benefits and contributions, including payroll taxes, workers compensation insurance, liability insurance, profit, pension benefits and similar contributions and benefits, technology and/or software charges, licensing, trademark, and/or copyright costs, office expenses, travel expenses, mileage, and all other indirect and overhead charges, including, but not limited to, the Oregon Corporate Activity Tax (CAT).

## **Section 5. City's Rights and Responsibilities**

5.1. The City will designate a Project Manager to facilitate day-to-day communication between Consultant and the City, including timely receipt and processing of invoices, requests for information, and general coordination of City staff to support the Project.

5.2. Award of this contract is subject to budget appropriation. Funds are approved for Fiscal Year 2023-24. If not completed within this fiscal year, funds may not be appropriated for the next fiscal year. The City also reserves the right to terminate this contract early, as described in **Section 15**.

## **Section 6. City's Project Manager**

The City's Project Manager is Kris Ammerman. The City shall give Consultant prompt written notice of any re-designation of its Project Manager.

## **Section 7. Consultant's Project Manager**

Consultant's Project Manager is Anne Samuel. In the event that Consultant's designated Project Manager is changed, Consultant shall give the City prompt written notification of such re-designation. Recognizing the need for consistency and knowledge in the administration of the Project, Consultant's Project Manager will not be changed without the written consent of the City, which consent shall not be unreasonably withheld. In the event the City receives any communication from Consultant that is not from Consultant's designated Project Manager, the City may request verification by Consultant's Project Manager, which verification must be promptly furnished.

## **Section 8. Project Information**

Except for confidential information designated by the City as information not to be shared, Consultant agrees to share Project information with, and to fully cooperate with, those corporations, firms, contractors, public utilities, governmental entities, and persons involved in or associated with the Project. No information, news, or press releases related to the Project, whether made to representatives of newspapers, magazines, or television and radio stations, shall be made without the written authorization of the City's Project Manager.

## **Section 9. Duty to Inform**

If at any time during the performance of this Agreement or any future phase of this Agreement for which Consultant has been retained, Consultant becomes aware of actual or potential problems, faults, or defects in the Project or Scope of Work, or any portion thereof; or of any nonconformance with federal, state, or local laws, rules, or regulations; or if Consultant has any objection to any decision or order made by the City with respect to such laws, rules, or regulations, Consultant shall give prompt written notice thereof to the City's Project Manager. Any delay or failure on the part of the City to provide a written response to Consultant shall neither constitute agreement with nor acquiescence to Consultant's statement or claim, nor constitute a waiver of any of the City's rights.

## **Section 10. Subcontractors and Assignments**

10.1. Unless expressly authorized in **Exhibit B** or **Section 11** of this Agreement, Consultant shall not subcontract with others for any of the Services prescribed herein. Consultant shall not assign any of Consultant's rights acquired hereunder without obtaining prior written approval from the City, which approval may be granted or denied in the City's sole discretion. Some Services may be performed by persons other than Consultant, provided Consultant advises the City of the names of such subcontractors and the work which they intend to perform, and the City specifically agrees in writing to such subcontracting. The City hereby agrees that Consultant will contract with the subcontractors specifically named in **Exhibit B** to provide some of the services that are a critical part of this Agreement. Consultant acknowledges such services will be provided to the City pursuant to a subcontract(s) between Consultant and subcontractor(s) and no privity of contract exists between the City and the subcontractor(s). Unless otherwise specifically provided by this Agreement, the City incurs no liability to third persons for payment of any compensation provided herein to Consultant. Any attempted assignment of this Agreement without the written consent of the City shall be void. Except as otherwise specifically agreed, all costs for Services performed by others on behalf of Consultant shall not be subject to additional reimbursement by the City.

10.2. The City shall have the right to enter into other agreements for the Project, to be coordinated with this Agreement. Consultant shall cooperate with the City and other firms, engineers or subcontractors on the Project so that all portions of the Project may be completed in the least possible time and within normal working hours. Consultant shall furnish other engineers, subcontractors and affected public utilities, whose designs are fitted into Consultant's design, detail drawings giving full information so that conflicts can be avoided.

10.3. Consultant shall include this Agreement by reference in any subcontract and require subcontractors to perform in strict compliance with this Agreement.

## **Section 11. Consultant Is Independent Contractor**

11.1. Consultant is an independent contractor for all purposes and shall be entitled to no compensation other than the Compensation Amount provided for under **Section 4** of this Agreement. Consultant will be solely responsible for determining the manner and means of accomplishing the end result of Consultant's Services. The City does not have the right to control or interfere with the

manner or method of accomplishing said Services. The City, however, will have the right to specify and control the results of Consultant's Services so such Services meet the requirements of the Project.

11.2. Consultant may request that some consulting services be performed on the Project by persons or firms other than Consultant, through a subcontract with Consultant. Consultant acknowledges that if such services are provided to the City pursuant to a subcontract(s) between Consultant and those who provide such services, Consultant may not utilize any subcontractor(s), or in any way assign its responsibility under this Agreement, without first obtaining the express written consent of the City, which consent may be given or denied in the City's sole discretion. For all Services performed under subcontract to Consultant, as approved by the City, Consultant shall only charge the compensation rates shown on the approved Rate Schedule (**Exhibit B**). Rate schedules for named or unnamed subcontractors, and Consultant markups of subcontractor billings, will only be recognized by the City as set forth in Consultant's Rate Schedule, unless documented and approved, in writing, by the City pursuant to a modification to Consultant's Rate Schedule, per **Section 17** of this Agreement. In all cases, processing and payment of billings from subcontractors is solely the responsibility of Consultant.

11.3. Consultant shall be responsible for, and defend, indemnify, and hold the City harmless against, any liability, cost, or damage arising out of Consultant's use of such subcontractor(s) and subcontractor's negligent acts, errors, or omissions. Unless otherwise agreed to, in writing, by the City, Consultant shall require that all of Consultant's subcontractors also comply with, and be subject to, the provisions of this **Section 11** and meet the same insurance requirements of Consultant under this Agreement.

## **Section 12. Consultant Responsibilities**

12.1. Consultant must make prompt payment for any claims for labor, materials, or services furnished to Consultant by any person in connection with this Agreement as such claims become due. Consultant shall not permit any liens or claims to be filed or prosecuted against the City on account of any labor or material furnished to or on behalf of Consultant. If Consultant fails, neglects, or refuses to make prompt payment of any such claim, the City may, but shall not be obligated to, pay such claim to the person furnishing the labor, materials, or services and offset the amount of the payment against funds due or to become due to Consultant under this Agreement. The City may also recover any such amounts directly from Consultant.

12.2. Consultant must comply with all applicable Oregon and federal wage and hour laws, including BOLI wage requirements, if applicable. Consultant shall make all required workers compensation and medical care payments on time. Consultant shall be fully responsible for payment of all employee withholdings required by law, including but not limited to taxes, including payroll, income, Social Security (FICA), and Medicaid. Consultant shall also be fully responsible for payment of salaries, benefits, taxes, Industrial Accident Fund contributions, and all other charges on account of any employees. Consultant shall pay to the Department of Revenue all sums withheld from employees pursuant to ORS 316.167. All costs incident to the hiring of assistants or employees shall be Consultant's responsibility. Consultant shall defend, indemnify, and hold the City harmless from claims for payment of all such expenses.

12.3. No person shall be discriminated against by Consultant or any subcontractor in the performance of this Agreement on the basis of sex, gender, race, color, creed, religion, marital status, age, disability, sexual orientation, gender identity, or national origin. Any violation of this provision shall be grounds for cancellation, termination, or suspension of the Agreement, in whole or in part, by the City. References to “subcontractor” mean a subcontractor at any tier.

### **Section 13. Indemnity**

13.1. Indemnification. Consultant acknowledges responsibility for liability arising out of the performance of this Agreement, and shall defend, indemnify, and hold the City harmless from any and all liability, settlements, loss, costs, and expenses in connection with any action, suit, or claim resulting or allegedly resulting from Consultant’s negligent acts, omissions, errors, or willful or reckless misconduct pursuant to this Agreement, or from Consultant’s failure to perform its responsibilities as set forth in this Agreement. The review, approval, or acceptance by the City, its Project Manager, or any City employee of documents or other work performed, prepared, or submitted by Consultant shall not be considered a negligent act, error, omission, or willful misconduct on the part of the City, and none of the foregoing shall relieve Consultant of its responsibility to perform in full conformity with the City’s requirements, as set forth in this Agreement, and to indemnify the City as provided above and to reimburse the City for any and all costs and damages suffered by the City as a result of Consultant’s negligent performance of this Agreement, failure of performance hereunder, violation of state or federal laws, or failure to adhere to the standards of performance and care described in **Subsection 13.2**. Consultant shall defend the City (using legal counsel reasonably acceptable to the City) against any claim that alleges negligent acts, omissions, errors, or willful or reckless misconduct by Consultant. As used herein, the term “Consultant” applies to Consultant and its own agents, employees, and suppliers, and to all of Consultant’s subcontractors, including their agents, employees, and suppliers.

13.2. Standard of Care. In the performance of the Services, Consultant agrees to use at least that degree of care and skill exercised under similar circumstances by reputable members of Consultant’s profession practicing in the Portland metropolitan area. Consultant will re-perform any Services not meeting this standard without additional compensation. Consultant’s re-performance of any Services, even if done at the City’s request, shall not be considered as a limitation or waiver by the City of any other remedies or claims it may have arising out of Consultant’s failure to perform in accordance with the applicable standard of care of this Agreement and within the prescribed timeframe.

### **Section 14. Insurance**

14.1. Insurance Requirements. Consultant must maintain insurance coverage acceptable to the City in full force and effect throughout the term of this Agreement. Such insurance shall cover all risks arising directly or indirectly out of Consultant’s activities or Services hereunder. Any and all agents or subcontractors with which Consultant contracts for any portion of the Services must have insurance that conforms to the insurance requirements in this Agreement. Additionally, if a subcontractor is an engineer, architect, or other professional, Consultant must require the subcontractor to carry Professional Errors and Omissions insurance and must provide to the City proof of such coverage. The amount of insurance carried is in no way a limitation on Consultant’s

liability hereunder. The policy or policies maintained by Consultant shall provide at least the following minimum limits and coverages at all times during performance of this Agreement:

14.1.1. Commercial General Liability Insurance. Consultant and all subcontractors shall obtain, at each of their own expense, and keep in effect during the term of this Agreement, comprehensive Commercial General Liability Insurance covering Bodily Injury and Property Damage, written on an “occurrence” form policy. This coverage shall include broad form Contractual Liability insurance for the indemnities provided under this Agreement and shall be for the following minimum insurance coverage amounts: The coverage shall be in the amount of **\$2,000,000** for each occurrence and **\$3,000,000** general aggregate and shall include Products-Completed Operations Aggregate in the minimum amount of **\$2,000,000** per occurrence, Fire Damage (any one fire) in the minimum amount of **\$50,000**, and Medical Expense (any one person) in the minimum amount of **\$10,000**. All of the foregoing coverages must be carried and maintained at all times during this Agreement.

14.1.2. Professional Errors and Omissions Coverage. Consultant agrees to carry Professional Errors and Omissions Liability insurance on a policy form appropriate to the professionals providing the Services hereunder with a limit of no less than **\$2,000,000** per claim. Consultant shall maintain this insurance for damages alleged to be as a result of errors, omissions, or negligent acts of Consultant. Such policy shall have a retroactive date effective before the commencement of any work by Consultant on the Services covered by this Agreement, and coverage will remain in force for a period of at least three (3) years after termination of this Agreement.

14.1.3. Business Automobile Liability Insurance. If Consultant or any subcontractors will be using a motor vehicle in the performance of the Services herein, Consultant shall provide the City a certificate indicating that Consultant and its subcontractors have business automobile liability coverage for all owned, hired, and non-owned vehicles. The Combined Single Limit per occurrence shall not be less than **\$2,000,000**.

14.1.4. Workers Compensation Insurance. Consultant, its subcontractors, and all employers providing work, labor, or materials under this Agreement that are subject employers under the Oregon Workers Compensation Law shall comply with ORS 656.017, which requires them to provide workers compensation coverage that satisfies Oregon law for all their subject workers under ORS 656.126. Out-of-state employers must provide Oregon workers compensation coverage for their workers who work at a single location within Oregon for more than thirty (30) days in a calendar year. Consultants who perform work without the assistance or labor of any employee need not obtain such coverage. This shall include Employer’s Liability Insurance with coverage limits of not less than **\$500,000** each accident.

14.1.5. Insurance Carrier Rating. Coverages provided by Consultant and its subcontractors must be underwritten by an insurance company deemed acceptable by the City, with an AM Best Rating of A or better. The City reserves the right to reject all or any insurance carrier(s) with a financial rating that is unacceptable to the City.

14.1.6. Additional Insured and Termination Endorsements. The City will be named as an additional insured with respect to Consultant's liabilities hereunder in insurance coverages. Additional Insured coverage under Consultant's Commercial General Liability, Automobile Liability, and Excess Liability Policies, as applicable, will be provided by endorsement. Additional insured coverage shall be for both ongoing operations via ISO Form CG 2010 or its equivalent, and products and completed operations via ISO Form CG 2037 or its equivalent. Coverage shall be Primary and Non-Contributory. Waiver of Subrogation endorsement via ISO Form CG 2404 or its equivalent shall be provided. The following is included as additional insured: "The City of Wilsonville, its elected and appointed officials, officers, agents, employees, and volunteers." An endorsement shall also be provided requiring the insurance carrier to give the City at least thirty (30) days' written notification of any termination or major modification of the insurance policies required hereunder. Consultant must be an additional insured on the insurance policies obtained by its subcontractors performing any of the Services contemplated under this Agreement.

14.1.7. Certificates of Insurance. As evidence of the insurance coverage required by this Agreement, Consultant shall furnish a Certificate of Insurance to the City. This Agreement shall not be effective until the required certificates and the Additional Insured Endorsements have been received and approved by the City. Consultant agrees that it will not terminate or change its coverage during the term of this Agreement without giving the City at least thirty (30) days' prior advance notice and Consultant will obtain an endorsement from its insurance carrier, in favor of the City, requiring the carrier to notify the City of any termination or change in insurance coverage, as provided above.

14.2. Primary Coverage. The coverage provided by these policies shall be primary, and any other insurance carried by the City is excess. Consultant shall be responsible for any deductible amounts payable under all policies of insurance. If insurance policies are "Claims Made" policies, Consultant will be required to maintain such policies in full force and effect throughout any warranty period.

## **Section 15. Early Termination; Default**

15.1. This Agreement may be terminated prior to the expiration of the agreed upon terms:

15.1.1. By mutual written consent of the parties;

15.1.2. By the City, for any reason, and within its sole discretion, effective upon delivery of written notice to Consultant by mail or in person; or

15.1.3. By Consultant, effective upon seven (7) days' prior written notice in the event of substantial failure by the City to perform in accordance with the terms through no fault of Consultant, where such default is not cured within the seven (7) day period by the City. Withholding of disputed payment is not a default by the City.

15.2. If the City terminates this Agreement, in whole or in part, due to default or failure of Consultant to perform Services in accordance with the Agreement, the City may procure, upon



reasonable terms and in a reasonable manner, services similar to those so terminated. In addition to any other remedies the City may have, both at law and in equity, for breach of contract, Consultant shall be liable for all costs and damages incurred by the City as a result of the default by Consultant, including, but not limited to all costs incurred by the City in procuring services from others as needed to complete this Agreement. This Agreement shall be in full force to the extent not terminated by written notice from the City to Consultant. In the event of a default, the City will provide Consultant with written notice of the default and a period of ten (10) days to cure the default. If Consultant notifies the City that it wishes to cure the default but cannot, in good faith, do so within the ten (10) day cure period provided, then the City may elect, in its sole discretion, to extend the cure period to an agreed upon time period, which agreed upon extension must be in writing and signed by the parties prior to the expiration of the cure period. Unless a written, signed extension has been fully executed by the parties, if Consultant fails to cure prior to expiration of the cure period, the Agreement is automatically terminated.

15.3. If the City terminates this Agreement for its own convenience not due to any default by Consultant, payment of Consultant shall be prorated to, and include the day of, termination and shall be in full satisfaction of all claims by Consultant against the City under this Agreement.

15.4. Termination under any provision of this Section shall not affect any right, obligation, or liability of Consultant or the City that accrued prior to such termination. Consultant shall surrender to the City items of work or portions thereof, referred to in **Section 19**, for which Consultant has received payment or the City has made payment.

## **Section 16. Suspension of Services**

The City may suspend, delay, or interrupt all or any part of the Services for such time as the City deems appropriate for its own convenience by giving written notice thereof to Consultant. An adjustment in the time of performance or method of compensation shall be allowed as a result of such delay or suspension unless the reason for the delay is within Consultant's control. The City shall not be responsible for Services performed by any subcontractors after notice of suspension is given by the City to Consultant. Should the City suspend, delay, or interrupt the Services and the suspension is not within Consultant's control, then the City shall extend the time of completion by the length of the delay.

## **Section 17. Modification/Addendum**

Any modification of the provisions of this Agreement shall not be enforceable unless reduced to writing and signed by both the City and Consultant. A modification is a written document, contemporaneously executed by the City and Consultant, which increases or decreases the cost to the City over the agreed Compensation Amount in **Section 4** of this Agreement, or changes or modifies the Scope of Work or the time for performance. No modification shall be binding or effective until executed, in writing, by both Consultant and the City. In the event Consultant receives any communication of whatsoever nature from the City, which communication Consultant contends gives rise to any modification of this Agreement, Consultant shall, within five (5) days after receipt, make a written request for modification to the City's Project Manager in the form of an Addendum. Consultant's failure to submit such written request for modification in the form of an Addendum shall

be the basis for refusal by the City to treat said communication as a basis for modification or to allow such modification. In connection with any modification to this Agreement affecting any change in price, Consultant shall submit a complete breakdown of labor, material, equipment, and other costs. If Consultant incurs additional costs or devotes additional time on Project tasks, the City shall be responsible for payment of only those additional costs for which it has agreed to pay under a signed Addendum. To be enforceable, the Addendum must describe with particularity the nature of the change, any delay in time the Addendum will cause, or any increase or decrease in the Compensation Amount. The Addendum must be signed and dated by both Consultant and the City before the Addendum may be implemented.

### **Section 18. Access to Records**

The City shall have access, upon request, to such books, documents, receipts, papers, and records of Consultant as are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcripts during the term of this Agreement and for a period of four (4) years after termination of the Agreement, unless the City specifically requests an extension. This clause shall survive the expiration, completion, or termination of this Agreement.

### **Section 19. Property of the City**

All documents, reports, and research gathered or prepared by Consultant under this Agreement, including but not limited to spreadsheets, charts, graphs, drawings, tracings, maps, surveying records, mylars, modeling, data generation, papers, diaries, inspection reports, photographs, and any originals or certified copies of the original work forms, if any, shall be the exclusive property of the City and shall be delivered to the City prior to final payment. Any statutory or common law rights to such property held by Consultant as creator of such work shall be conveyed to the City upon request without additional compensation.

### **Section 20. Notices**

Any notice required or permitted under this Agreement shall be in writing and shall be given when actually delivered in person or forty-eight (48) hours after having been deposited in the United States mail as certified or registered mail, addressed to the addresses set forth below, or to such other address as one party may indicate by written notice to the other party.

To City:                      City of Wilsonville  
                                      Attn: Kris Ammerman, Parks and Recreation Director  
                                      29799 SW Town Center Loop East  
                                      Wilsonville, OR 97070

To Consultant:            Mayer/Reed, Inc.  
                                      Attn: Anne Samuel  
                                      319 SW Washington Street, Suite 820  
                                      Portland, OR 97204

## Section 21. Miscellaneous Provisions

21.1. Integration. This Agreement, including all exhibits attached hereto, contains the entire and integrated agreement between the parties and supersedes all prior written or oral discussions, representations, or agreements. In case of conflict among these or any other documents, the provisions of this Agreement shall control, and the terms most favorable to the City, within the City's sole discretion, will apply.

21.2. Legal Effect and Assignment. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, personal representatives, successors, and assigns. This Agreement may be enforced by an action at law or in equity.

21.3. No Assignment. Consultant may not assign this Agreement, nor delegate the performance of any obligations hereunder, unless agreed to in advance and in writing by the City.

21.4. Adherence to Law. In the performance of this Agreement, Consultant shall adhere to all applicable federal, state, and local laws (including the Wilsonville Code and Public Works Standards), including but not limited to laws, rules, regulations, and policies concerning employer and employee relationships, workers compensation, and minimum and prevailing wage requirements. Any certificates, licenses, or permits that Consultant is required by law to obtain or maintain in order to perform the Services described on **Exhibit A**, shall be obtained and maintained throughout the term of this Agreement.

21.5. Governing Law. This Agreement shall be construed in accordance with and governed by the laws of the State of Oregon, regardless of any conflicts of laws. All contractual provisions required by ORS Chapters 279A, 279B, 279C, and related Oregon Administrative Rules to be included in public agreements are hereby incorporated by reference and shall become a part of this Agreement as if fully set forth herein.

21.6. Jurisdiction. Jurisdiction and venue for any dispute will be in Clackamas County Circuit Court.

21.7. Legal Action/Attorney Fees. If a suit, action, or other proceeding of any nature whatsoever (including any proceeding under the U.S. Bankruptcy Code) is instituted in connection with any controversy arising out of this Agreement or to interpret or enforce any rights or obligations hereunder, the prevailing party shall be entitled to recover attorney, paralegal, accountant, and other expert fees and all other fees, costs, and expenses actually incurred and reasonably necessary in connection therewith, as determined by the court or body at trial or on any appeal or review, in addition to all other amounts provided by law. If the City is required to seek legal assistance to enforce any term of this Agreement, such fees shall include all of the above fees, whether or not a proceeding is initiated. Payment of all such fees shall also apply to any administrative proceeding, trial, and/or any appeal or petition for review.

21.8. Nonwaiver. Failure by either party at any time to require performance by the other party of any of the provisions of this Agreement shall in no way affect the party's rights hereunder to

enforce the same, nor shall any waiver by the party of the breach hereof be held to be a waiver of any succeeding breach or a waiver of this nonwaiver clause.

21.9. Severability. If any provision of this Agreement is found to be void or unenforceable to any extent, it is the intent of the parties that the rest of the Agreement shall remain in full force and effect, to the greatest extent allowed by law.

21.10. Modification. This Agreement may not be modified except by written instrument executed by Consultant and the City.

21.11. Time of the Essence. Time is expressly made of the essence in the performance of this Agreement.

21.12. Calculation of Time. Except where the reference is to business days, all periods of time referred to herein shall include Saturdays, Sundays, and legal holidays in the State of Oregon, except that if the last day of any period falls on any Saturday, Sunday, or legal holiday observed by the City, the period shall be extended to include the next day which is not a Saturday, Sunday, or legal holiday. Where the reference is to business days, periods of time referred to herein shall exclude Saturdays, Sundays, and legal holidays observed by the City. Whenever a time period is set forth in days in this Agreement, the first day from which the designated period of time begins to run shall not be included.

21.13. Headings. Any titles of the sections of this Agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of its provisions.

21.14. Number, Gender and Captions. In construing this Agreement, it is understood that, if the context so requires, the singular pronoun shall be taken to mean and include the plural, the masculine, the feminine and the neuter, and that, generally, all grammatical changes shall be made, assumed, and implied to individuals and/or corporations and partnerships. All captions and paragraph headings used herein are intended solely for convenience of reference and shall in no way limit any of the provisions of this Agreement.

21.15. Good Faith and Reasonableness. The parties intend that the obligations of good faith and fair dealing apply to this Agreement generally and that no negative inferences be drawn by the absence of an explicit obligation to be reasonable in any portion of this Agreement. The obligation to be reasonable shall only be negated if arbitrariness is clearly and explicitly permitted as to the specific item in question, such as in the case of where this Agreement gives the City “sole discretion” or the City is allowed to make a decision in its “sole judgment.”

21.16. Other Necessary Acts. Each party shall execute and deliver to the other all such further instruments and documents as may be reasonably necessary to carry out this Agreement in order to provide and secure to the other parties the full and complete enjoyment of rights and privileges hereunder.

21.17. Interpretation. As a further condition of this Agreement, the City and Consultant acknowledge that this Agreement shall be deemed and construed to have been prepared mutually by

each party and it shall be expressly agreed that any uncertainty or ambiguity existing therein shall not be construed against any party. In the event that any party shall take an action, whether judicial or otherwise, to enforce or interpret any of the terms of the Agreement, the prevailing party shall be entitled to recover from the other party all expenses which it may reasonably incur in taking such action, including attorney fees and costs, whether incurred in a court of law or otherwise.

21.18. Entire Agreement. This Agreement and all documents attached to this Agreement represent the entire agreement between the parties.

21.19. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall constitute an original Agreement but all of which together shall constitute one and the same instrument.

21.20. Authority. Each party signing on behalf of Consultant and the City hereby warrants actual authority to bind their respective party.

The Consultant and the City hereby agree to all provisions of this Agreement.

**CONSULTANT:**

MAYER/REED, INC.

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

As Its: \_\_\_\_\_

EIN/Tax I.D. No.: \_\_\_\_\_

**CITY:**

CITY OF WILSONVILLE

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

As Its: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
Amanda Guile-Hinman, City Attorney  
City of Wilsonville, Oregon

Frog Pond West Neighborhood Park  
Scope of Work

Proposed Scope of Work for the Frog Pond West Neighborhood Park:

Task 0 – Work Plan and Preliminary Investigation

- Work Plan and Kick-Off - Meet with the City of Wilsonville PM to confirm project approach, develop a work plan and finalize the project schedule. Prepare subconsultant fee proposals, negotiate contracts and lead a design team kick-off meeting.
- Survey and Base Plan – Collect and assemble City-provided data, surveys, aerials, utility locates, ROW info, etc. and review for comprehensive data and completeness. Compass Land Surveyors to conduct a site survey, which we will use to prepare existing conditions base plans for distribution.
- Geotechnical Report – Central Geotechnical to conduct geotechnical investigations and provide evaluation report communicating subsurface conditions and construction recommendations.

Meetings:

- Design Team Meeting #1 - Project Kick-off

Deliverables

- Project Design Work Plan and Schedule
- Site survey
- Geotech Report
- Meeting attendance, participation, materials and summaries listed under Task 0

Task 1 - Design Development and Land Use

- Concept Plan Assessment – Consultant shall review concept plan with survey, Geotech report, and arborist report to confirm feasibility of design with new site data. Meet with City to review findings and confirm direction prior to proceeding with design.
- Prepare detailed 75% and 100% design development plan sets that refine site layout and selection of amenities, furnishings, and materials. Plan sets shall include maps, plan views, sections, and details necessary to illustrate design intent. City to provide comments to be tracked on 75% and 100% Design Development drawings.
  - 75% Design Development
    - Site landscape plan
    - Stormwater areas
    - Tree removal and protection plans
    - Site materials plans showing preliminary lighting and furnishings.
    - Grading plans
    - Irrigation zone plans with preliminary equipment lists
    - Planting plans with preliminary plant lists
    - Preliminary site construction details
    - Structural assumptions for costing
    - Electrical assumptions for costing
    - Specification outline
    - 75% DD Cost Estimate

- 100% Design Development
  - Site landscape plan
  - Preliminary Stormwater drainage plan, analysis, and Storm Drainage Report
  - Tree removal and protection plans.
  - Site materials plans showing preliminary lighting and furnishings.
  - Grading plans
  - Irrigation zone plans with preliminary equipment lists
  - Planting plans with preliminary plant lists
  - Preliminary site construction details
  - Structural assumptions for costing
  - Lighting Plan and Preliminary photometric and cut sheets
  - Schematic Electrical and lighting plans for Design-Build
  - Specification outline
  - 100% DD Cost Estimate
- Review and Respond to City Comments for 75% and 100% Design Development submittals.
- Land Use Entitlements
  - Consultant shall lead Land Use coordination with the assistance of City Staff:
    - Consultant shall prepare all of the necessary maps, graphics, and project design documentation. The 100% Design Development Design Package will be the basis for the Land Use Application.
    - City staff shall assist design team with preparation of reports including written narratives, written findings, SRIR, project management findings, completeness review and presentations necessary to apply to the City's Development Review Board for land use approval.
  - Consultant shall attend a pre-application meeting and public DRB hearing with City Staff.

Meetings:

- Design Team Meeting #2: Concept Plan Assessment
- Pre-Application Meeting
- Design Team Meeting #3: Design Development Coordination
- Design Team Meeting #4: Land Use Submittal Review
- Design Team Meeting #5: Land Use Conditions Assessment
- DRB Meeting

Deliverables

- 75% and 100% Design Development Submittals
- 100% and 100% Design Development Cost Estimates
- Land Use Application Exhibits, Submittal, and Completeness Review response
- Meeting attendance, participation, materials and summaries listed under Task 2.

### Task 3 - Construction Documents

Prepare detailed 75%, 95%, and 100% (permit) construction documents for final site layout and selection of amenities, furnishings, and materials. Plan sets shall include maps, plan views, sections, and details necessary to illustrate design intent. Owner comments shall be provided on each plan set submitted. Consultant shall provide cost estimates at each phase.

General subtasks include:

- Determination of site development, facility, grading, or building permit application forms.
- Identification of permit application fees with City Divisions and utility companies (if any).
- Coordinate utilities, structures, building materials, and furnishings with suppliers, and include design, details, and specifications.
- Coordinate play area layout with manufacturer, and include design, details, and specifications.
- Final reports relative to regulatory requirements.
- 75%, 95% and 100% Submittals include:
  - Demolition plans
  - Tree removal and protection plans.
  - Grading and erosion control plans and details
  - Site layout plans, materials, and details
  - Storm drain system plans and details.
  - Site materials plans showing preliminary lighting and furnishings.
  - Grading plans
  - Landscape irrigation plans
  - Landscape planting plans
  - Play equipment layout and specification, including manufacturer details, and calculations.
  - Shelter renderings and specifications, including manufacturer details, and calculations.
  - Design-build Lighting and electrical layout and cutsheets
  - Draft and Final written specifications
- Coordinate and compile project and City specifications:
  - Draft specifications 75% set
  - Final specifications 95% permit set
- ROW plans limited to SW Brisband Sidewalk, LIDA facility, landscape planter, street trees.
- Respond to City comments.
- Prepare Cost Estimates for 75%, 90% and 100% Construction Document packages.

Meetings:

- Design Team Meeting #6: 75% Construction Document Review
- Design Team Meeting #7: 95% Construction Document Review
- Design Team Meeting #8: 100% Construction Document Review



Deliverables

- 75%, 90% and 100% Construction Document Submittals
- 75%, 90% and 100% Construction Document Cost Estimates
- Meeting attendance, participation, materials and summaries listed under Task 3

Task 4 – Permitting

Identify all required permits, applications, and fees with City Divisions and utility companies (if any) and any State or Federal permits and coordinate the submissions. Coordinate with the City final approvals of the permits.

General subtasks include:

- Manage the Building Permit application process.
- Determination of site development, facility, grading, or building permit application forms.
- Identification of permit application fees with City Divisions and utility companies (if any).
- Submission of final reports relative to regulatory requirements.
- Respond to City comments.

Deliverables

- Final Reports for regulatory requirements

Task 5 – Bid Assistance

Assist the City with bidding process, including preparing the bid package (plans and specifications), attending a pre-bid meeting, responding to contractor questions via RFIs, and updating the bid documents as necessary.

General subtasks include:

- Prepare bid package (assumes 100% CD plans and specifications).
- Attend pre-bid meeting with City.
- Review RFIs and prepare answers to bidders.
- Assist the City in the final contractor selection process.
- Participate in meetings as noted below.

Meetings:

- Pre-Bid Assistance Meeting

Deliverables

- Bid Package
- Bid RFI responses.
- Meeting attendance, participation, materials and summaries listed under Task 5

### Task 6 – Construction Administration

Provide technical support through construction and project closeout.

Basic subtasks include:

- Review and respond to technical submittals, RFIs, change order requests, and pay applications.
- Site visits as necessary through the duration of the Project:
  - Preconstruction meetings
- Weekly site visits/field reports
  - Special inspections
  - Required permit inspections.
  - Erosion control inspections
  - Substantial Completion/Final Acceptance
- Coordinate and complete final permit forms for Project closeout.
- Coordinate as-built plans with contractor.
  - Provide final PDF plan set and CAD files to the City.

Meetings:

- OAC Site Meetings/Construction Observation
- Erosion Control Inspections
- Substantial Completion
- Punch Walk / Final Completion

Deliverables

- RFI responses
- Site Observation Reports
- Punch List and Substantial Completion
- Permit Forms and Project Closeout documentation.
- As-built plan deliverables
- Meeting attendance, participation, materials, and summaries listed under Task 6

### Assumptions

- Arborist Report –Survey of existing trees to be supplied by the City.
- Cost Estimates is not included for DD Concept Plan Assessment review.
- Land Use Entitlements to be led by Consultant, City Staff to support preparation of Land Use Application, assembling exhibits and narratives, with Consultant provided documentation. City to lead DRB presentation, consultant to assist.
- Electrical and lighting plans are schematic to support Land Use and for basis of design Contractor to provide final design / build for electrical lighting. Construction support allowance.
- Structural design to provide high level assistance for design narratives and cost estimate review. Structural design and documentation by others:
  - Play and exercise equipment, and shelter manufacturers to provide final engineering for footings.
  - Assumes no impacts of design for existing retaining wall at NE corner of side
  - Light pole footings to be contractor designed.
- ROW scope as limited to as described for Brisband Street.
- Environmental consulting is not required.

EXHIBIT B/ RATE SCHEDULE

City Of Wilsonville  
Frog Pond West Neighborhood Park  
Final Design

Full Team Fee Summary

	Team Task Total	% Task Total	Mayer/Reed Landscape Architect	3i Engineering Civil	Land Use	DCI Engineers Structural Engineer	Glumac Lighting Design	Electrical	JLD Cost Consulting Cost Estimating	Compass Land Surveyors Survey	Central Geotechnical Geotech Investigal	Teragan & Associates Arborist
<b>Task 0 - Preliminary Investigation</b>												
0.1 Work Plan / Kick-Off												
0.2 Site Survey										\$4,000	\$8,970	\$0
0.3 Tree Survey												
0.4 Geotech Investigation												
0 Project Team Meetings												
<b>Task 0 - Subtotal</b>	\$19,035	6.1%	\$5,275	\$0	\$0	\$0	\$0	\$0	\$790	\$4,000	\$8,970	\$0
<b>Task 1 - Design Development (DD)</b>												
<b>Task 1 - Subtotal</b>	\$101,817	32.6%	\$48,867	\$12,000	\$8,000		\$8,750	\$8,000	\$16,200	\$0	\$0	\$0
<b>Task 2 - Construction Documentation (CD)</b>												
<b>Task 2 - Subtotal</b>	\$66,910	21.4%	\$59,136	\$25,000		\$0	\$12,000	\$5,500	\$1,650	\$22,760	\$0	\$0
<b>Task 3 - Permitting</b>												
<b>Task 3 - Subtotal</b>	\$13,468	4.3%	\$7,468	\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Task 4 - Bid Assistance</b>												
<b>Task 4 - Subtotal</b>	\$4,751	1.5%	\$3,251	\$1,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Task 1 - Subtotal</b>	\$46,859	15.0%	\$27,359	\$10,500	\$0	\$3,000	\$3,000	\$3,000	\$0	\$0	\$0	\$0
<b>Task totals</b>			\$151,355	\$55,000	\$8,000	\$15,000	\$17,250	\$12,650	\$39,750	\$4,000	\$8,970	\$0
<b>Firm Totals</b>	\$311,975		\$151,355	\$63,000	\$31 Engineering	DCI Engineering	\$15,000	Glumac	JLD Cost Consulting	Compass Land Surveyors	Central Geotechnical	Teragan & Associates

Total Consulting Fee	Current
	\$311,975
Reimbursable Expense Allowance (+/-2%)	\$6,000.00
Total Fee and Expense	\$317,975

Mayer/Reed, Inc.

6/7

Item 13.

[illegible]



## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date:</b> July 17, 2023	<b>Subject: Resolution No. 3075</b> Resolution No. 3075 A Resolution Of The City Of Wilsonville Authorizing The Purchase Of One Utility Inspection Van From Cues, Inc.  <b>Staff Member:</b> Scott Simonton, Fleet Services Manager  <b>Department:</b> SMART	
<b>Action Required</b>	<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b> N/A	
<b>Staff Recommendation:</b> Staff recommends Council approve the Consent Agenda.		
<b>Recommended Language for Motion:</b> I move to approve the Consent Agenda.		
<b>Project / Issue Relates To:</b>		
<input type="checkbox"/> Council Goals/Priorities:	<input type="checkbox"/> Adopted Master Plan(s):	<input checked="" type="checkbox"/> Not Applicable

### ISSUE BEFORE COUNCIL:

Staff is seeking Council approval for the award of a purchase contract in the amount of \$125,509, to CUES, Inc., for the purchase of one television (TV) inspection van.

**EXECUTIVE SUMMARY:**

The City's Public Works Department has identified the need for a new TV inspection van, to assist in the inspection and maintenance of the City's underground utilities. The purchase of this equipment is necessary to complete scheduled inspections of our sewer and storm systems, which helps determine upcoming maintenance and repair needs to those systems.

**EXPECTED RESULTS:**

Upon award of this purchase contract, CUES, Inc. will build and deliver the specified vehicle and equipment.

**TIMELINE:**

Lead-time is anticipated to be less than one year.

**CURRENT YEAR BUDGET IMPACTS:**

The agreed upon purchase price of \$125,509 was included in the current budget.

**COMMUNITY INVOLVEMENT PROCESS:**

This purchase was discussed, and approved, by both the Budget Committee, and the City Council.

**POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

This equipment will help ensure well-maintained underground utility infrastructure, reducing the potential for system failures and emergency repairs.

**ALTERNATIVES:**

N/A

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Resolution No. 3075
  - A. Contract

**RESOLUTION NO. 3075****A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING THE PURCHASE OF ONE UTILITY INSPECTION VAN FROM CUES, INC.**

WHEREAS, The City of Wilsonville Public Works Department is in need of equipment to inspect underground utilities; and

WHEREAS, Purchase of this equipment was budgeted in the FY23-24 adopted budget; and

WHEREAS, CUES, Inc. holds a contract through the Houston-Galveston Area Council to provide the needed equipment to member agencies such as Wilsonville; and

WHEREAS, CUES, Inc. has provided a quote of \$125,509.00 to supply the needed equipment.

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

Section 1. Based on the above recitals, which are incorporated herein, the City Council, acting as the Local Contract Review Board, does hereby award a purchase contract for the purchase of one TV inspection van to CUES, Inc. in the amount of \$125,509.00.

Section 2. Effective Date. This Resolution is effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 17<sup>th</sup> day of July, 2023, and filed with the Wilsonville City Recorder this date.

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JULIE FITZGERALD, MAYOR

ATTEST:

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Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Fitzgerald

Council President Akervall

Councilor Linville

Councilor Berry

Councilor Dunwell

EXHIBIT:

A. Contract



**CITY OF WILSONVILLE  
COOPERATIVE PURCHASE  
GOODS AND SERVICES CONTRACT**

This Cooperative Procurement Goods and Services Contract (“Contract”) for the TV Inspection Van Purchase Project (“Project”) is made and entered into on this \_\_\_\_ day of July, 2023 (“Effective Date”) by and between the **City of Wilsonville**, a municipal corporation of the State of Oregon (hereinafter referred to as the “City”), and **CUES, Inc.**, a Delaware corporation (hereinafter referred to as “Supplier”).

**RECITALS**

WHEREAS, the Oregon Revised Statutes authorize cooperative procurements in accordance with ORS 279A.200, et seq.; and

WHEREAS, the City wishes to purchase equipment that Supplier is capable of providing, under terms and conditions hereinafter described; and

WHEREAS, Supplier represents that Supplier is qualified to perform the services described herein on the basis of specialized experience and technical expertise; and

WHEREAS, Supplier is prepared to provide such services, as the City does hereinafter require.

NOW, THEREFORE, in consideration of these mutual promises and the terms and conditions set forth herein, the parties agree as follows:

**AGREEMENT**

**Section 1. Contract Documents**

This Contract includes and incorporates by reference all of the foregoing Recitals and all of the following additional “Contract Documents,” and any and all terms and conditions set forth in such Contract Documents: Invitation to Submit Competitive Bids, dated June 4, 2020; Bid/Proposal Specifications; Supplier’s Response to the Bid/Proposal; Purchasing Agreement #SC01-21 between Supplier and Houston-Galveston Area Council, dated December 21, 2020, and all attachments thereto (the “HGAC Contract”); and the provisions of Oregon Revised Statutes (ORS) 279C, as more particularly set forth in this Contract. Any conflict between this Contract and the HGAC Contract shall be resolved in favor of this Contract. This Contract, the attached exhibits, and the HGAC Contract shall be collectively referred to as the “Contract Documents.” All Contract Documents should be read in concert and Supplier is required to bring any perceived inconsistencies to the attention of the City before executing this Contract. In the event a provision of this Contract conflicts with standards or requirements contained in any of the foregoing Contract Documents, the provision that is more favorable to the City, as determined by the City, will apply.

## **Section 2. Goods Purchased**

Supplier will supply the new equipment described in the Contract Documents, and as more particularly described on the Quotation attached hereto as **Exhibit A** and incorporated by reference herein (the “Equipment”).

## **Section 3. Equipment Price and Delivery**

3.1 The purchase price of the Equipment is ONE HUNDRED TWENTY-FIVE THOUSAND FIVE HUNDRED NINE DOLLARS (\$125,509) (the “Equipment Price”), as shown on **Exhibit A**, and includes delivery to 28879 SW Boberg Road, Wilsonville, Oregon 97070 (“Delivery Location”). Sale shall occur upon the City’s inspection of the Equipment and acceptance by the City of delivery at the Delivery Location. The City will pay Supplier in full within 30 days of receipt and acceptance of delivery of the Equipment. Supplier will schedule a date and time for delivery. Delivery must occur on or before December 30, 2023.

3.2 The Equipment Price is all inclusive and includes, but is not limited to, all work-related costs, expenses, salaries or wages, plus fringe benefits and contributions, including payroll taxes, workers compensation insurance, liability insurance, profit, pension benefits, and all other contributions and benefits, technology and/or software charges, licensing, trademark, and/or copyright costs, office expenses, travel expenses, mileage, and all other indirect and overhead charges, including, but not limited to, the Oregon Corporate Activity Tax (CAT).

## **Section 4. Term**

Unless earlier terminated in accordance herewith, the term of this Contract shall be from the Effective Date until December 30, 2023. Any extension option must be exercised by the City, in writing, prior to expiration of the Initial Term of this Contract or any subsequent Extension Term.

## **Section 5. Warranties.**

Supplier hereby agrees that Supplier will timely and thoroughly perform all warranty work. Work will be performed at the City’s location unless the work cannot reasonably be performed on site. In that case, Supplier will be responsible for transporting the Equipment in need of warranty work from Wilsonville and back to Wilsonville. Supplier agrees to provide full warranty for labor and materials for all Equipment delivered to the City for a length of time not less than the manufacturer warranty for the specific Equipment. The full warranties are as follows: bumper to bumper vehicle warranty, three years/36,000 miles and Cues’ equipment warranty, 12 months. All warranties are from the date of delivery and acceptance by the City, and are in addition to, and not in lieu of, any other warranties provided by various manufacturers.

## **Section 6. Insurance**

6.1. Insurance Requirements. Supplier must maintain insurance coverage acceptable to the City in full force and effect throughout the term of this Contract. Such insurance shall cover all risks arising directly or indirectly out of Supplier’s activities or Work hereunder. The amount of insurance carried is in no way a limitation on Supplier’s liability hereunder. The policy or policies maintained

by Supplier shall provide at least the following minimum limits and coverages at all times during performance of this Contract:

6.1.1. Commercial General Liability Insurance. Supplier shall obtain, at Supplier's expense, and keep in effect during the term of this Contract, comprehensive Commercial General Liability Insurance covering Bodily Injury and Property Damage, written on an "occurrence" form policy. This coverage shall include broad form Contractual Liability insurance for the indemnities provided under this Contract and shall be for the following minimum insurance coverage amounts: The coverage shall be in the amount of **\$2,000,000** for each occurrence and **\$3,000,000** general aggregate and shall include Products-Completed Operations Aggregate in the minimum amount of **\$2,000,000** per occurrence, Fire Damage (any one fire) in the minimum amount of **\$50,000**, and Medical Expense (any one person) in the minimum amount of **\$10,000**. All of the foregoing coverages must be carried and maintained at all times during this Contract.

6.1.2. Business Automobile Liability Insurance. If Supplier will be using a motor vehicle in the performance of the Work herein, Supplier shall provide the City a certificate indicating that Supplier has business automobile liability coverage for all owned, hired, and non-owned vehicles. The Combined Single Limit per occurrence shall not be less than **\$2,000,000**.

6.1.3. Workers Compensation Insurance. Supplier and all employers providing work, labor, or materials under this Contract that are subject employers under the Oregon Workers Compensation Law shall comply with ORS 656.017, which requires them to provide workers compensation coverage that satisfies Oregon law for all their subject workers under ORS 656.126. Out-of-state employers must provide Oregon workers compensation coverage for their workers who work at a single location within Oregon for more than thirty (30) days in a calendar year. Suppliers who perform work without the assistance or labor of any employee need not obtain such coverage. This shall include Employer's Liability Insurance with coverage limits of not less than **\$500,000** each accident.

6.1.4. Insurance Carrier Rating. Coverages provided by Supplier must be underwritten by an insurance company deemed acceptable by the City, with an AM Best Rating of A or better. The City reserves the right to reject all or any insurance carrier(s) with a financial rating that is unacceptable to the City.

6.1.5. Additional Insured and Termination Endorsements. The City will be named as an additional insured with respect to Supplier's liabilities hereunder in insurance coverages. Additional Insured coverage under Supplier's Commercial General Liability, Automobile Liability, Pollution Liability, and Excess Liability Policies, as applicable, will be provided by endorsement. Additional insured coverage shall be for both ongoing operations via ISO Form CG 2010 or its equivalent, and products and completed operations via ISO Form CG 2037 or its equivalent. Coverage shall be Primary and Non-Contributory. Waiver of Subrogation endorsement via ISO Form CG 2404 or its equivalent shall be provided. The following is included as additional insured: "The City of Wilsonville, its elected and appointed officials, officers, agents, employees, and volunteers." An endorsement shall also be provided requiring the insurance carrier to give the City at least thirty (30) days' written

notification of any termination or major modification of the insurance policies required hereunder.

6.1.6. Certificates of Insurance. As evidence of the insurance coverage required by this Contract, Supplier shall furnish a Certificate of Insurance to the City. This Contract shall not be effective until the required certificates and the Additional Insured Endorsements have been received and approved by the City. Supplier agrees that it will not terminate or change its coverage during the term of this Contract without giving the City at least thirty (30) days' prior advance notice and Supplier will obtain an endorsement from its insurance carrier, in favor of the City, requiring the carrier to notify the City of any termination or change in insurance coverage, as provided above.

6.2. Primary Coverage. The coverage provided by these policies shall be primary, and any other insurance carried by the City is excess. Supplier shall be responsible for any deductible amounts payable under all policies of insurance. If insurance policies are "Claims Made" policies, Supplier will be required to maintain such policies in full force and effect throughout any warranty period.

## **Section 7. Contract Modification; Change Orders**

Any modification of the provisions of this Contract shall not be enforceable or binding unless reduced to writing and signed by both the City and Supplier.

## **Section 8. Notices**

Any notice required or permitted under this Contract shall be in writing and shall be given when actually delivered in person or forty-eight (48) hours after having been deposited in the United States mail as certified or registered mail, addressed to the addresses set forth below, or to such other address as one party may indicate by written notice to the other party.

To City: City of Wilsonville  
Attn: Scott Simonton, Fleet Manager  
29799 SW Town Center Loop East  
Wilsonville, OR 97070

To Supplier: CUES, Inc.  
Attn: Gillian Wilson, Territory Manager  
3600 Rio Vista Avenue  
Orlando, FL 32805

## **Section 9. Miscellaneous Provisions**

9.1. Legal Effect and Assignment. This Contract shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, personal representatives, successors, and assigns. This Contract may be enforced by an action at law or in equity.

9.2. No Assignment. Supplier may not delegate the performance of any obligation to a third party unless mutually agreed, in writing.

9.3. Governing Law. This Contract shall be construed in accordance with and governed by the laws of the State of Oregon, regardless of any conflicts of laws. All contractual provisions required by ORS Chapters 279A, 279B, 279C, and related Oregon Administrative Rules to be included in public agreements are hereby incorporated by reference and shall become a part of this Contract as if fully set forth herein.

9.4. Jurisdiction. Jurisdiction and venue for any dispute will be in Clackamas County Circuit Court.

9.5. Time of the Essence. Time is expressly made of the essence in the performance of this Contract.

9.6. Entire Agreement. This Contract, all documents attached to this Contract, and all Contract Documents and laws and regulations incorporated by reference herein represent the entire agreement between the parties.

9.7. Counterparts. This Contract may be executed in one or more counterparts, each of which shall constitute an original Contract but all of which together shall constitute one and the same instrument.

9.8. Authority. Each party signing on behalf of Supplier and the City hereby warrants actual authority to bind their respective party.

The Supplier and the City hereby agree to all provisions of this Contract.

**SUPPLIER:**

**CITY:**

CUES INC.

CITY OF WILSONVILLE

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

As Its: \_\_\_\_\_

As Its: \_\_\_\_\_

EIN/Tax I.D. No. \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
Amanda Guile-Hinman, City Attorney  
City of Wilsonville, Oregon

## EXHIBIT A- QUOTATION

Item 14.

"The Standard of the Industry"



# CUES

June 7<sup>th</sup>, 2023

Wilsonville, OR City of  
Scott Simonton  
30000 SW Town Center Loop East  
Wilsonville, OR 97070

**RE: Transit van for Cues equipment.**

Dear Scott,

Here is the pricing information you requested for purchasing a new custom Cues Transit van. Please see attached component list for greater detail.

Transit

- Ford Transit gas cargo van
- Beacons – LED
- Evo 3 interior for K@ and dolly
- Bulkhead wall with window to view rear of van
- Door into control room
- Kemlite walls/ceiling
- Desk
- Lonplate flooring
- Multi-Outlet workstation
- 10 gallon wash-down system
- Workbench in equipment room with upper cabinet storage
- MEPS inverter system
- Engineering panel
- Delivery

**Total** **\$125,509**

Terms: NET30  
Delivery: 90-120 days  
FOB: Destination



## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date: July 17, 2023</b>	<b>Subject: Resolution No. 3077</b> Authorize the City Manager to Enter Into and Execute the Intergovernmental Agreement with Clackamas County for the Regional Advanced Transportation Controller and Signal Optimization Project.  <b>Staff Member:</b> Zach Weigel, PE, City Engineer  <b>Department:</b> Community Development	
<b>Action Required</b> <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda	<b>Advisory Board/Commission Recommendation</b> <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b> N/A	
<b>Staff Recommendation:</b> Staff recommends Council adopt the Consent Agenda.		
<b>Recommended Language for Motion:</b> I move to adopt the Consent Agenda.		
<b>Project / Issue Relates To:</b>		
<input type="checkbox"/> Council Goals/Priorities:	<input type="checkbox"/> Adopted Master Plan(s):	<input checked="" type="checkbox"/> Not Applicable

### ISSUE BEFORE COUNCIL:

A City of Wilsonville resolution approving the Intergovernmental Agreement (IGA) between the City of Wilsonville and Clackamas County for the Regional Advanced Transportation Controller and Signal Optimization project.

**EXECUTIVE SUMMARY:**

Clackamas County is partnering with cities countywide, including Wilsonville, on a Regional Advanced Transportation Controller (ATC) and Signal Optimization (Project) project. This project includes work to install and program new ATC traffic signal controllers at 99 intersection locations throughout Clackamas County.

Currently, Clackamas County provides traffic signal maintenance services for the City of Wilsonville for intersections within Wilsonville's jurisdiction. County staff have identified existing traffic signal controllers that are at the end of the expected design life and are no longer being supported through software and security updates by the manufacturer. The optimization project includes installation of the upgraded ATC equipment, as well as new controllers, software, a central system upgrade, and intersection signal timing improvements for all travel modes (motor vehicle, bike, & pedestrian). These upgrades will allow Clackamas County to respond faster to traffic signal adjustments through a centralized traffic control system.

Clackamas County applied for and was awarded a grant through the Federal Transportation System Management and Operations (TSMO) program for this project work. The grant covers 89.73% of the Project costs. The Project includes improvements to 22 traffic signals under Wilsonville jurisdiction, which the City would be responsible for the remaining 10.27% of the projects costs. An Intergovernmental Agreement (IGA) is required between Clackamas County and the City of Wilsonville that documents each jurisdiction's responsibility for performance and payment of the project work.

**EXPECTED RESULTS:**

Approval of the IGA will allow Clackamas County to make improvements to traffic signals under Wilsonville jurisdiction and for Wilsonville to take advantage of the Federal TSMO grant for this work. The project will replace outdated traffic signal controller equipment, improve signal timing for all travel modes, and allow Clackamas County to respond to needed signal adjustments from a centralized control system.

**TIMELINE:**

Upon execution of the IGA, the City of Wilsonville will transfer the City's proportional share of the eligible project costs to Clackamas County within 30 days. Traffic signal improvements are expected to begin late Fall 2023 and continue through the end of 2024.

**CURRENT YEAR BUDGET IMPACTS:**

The approved Fiscal Year (FY) 2023-24 Wilsonville budget includes \$234,000 for Capital Improvement Project (CIP) #4118, Signal Improvements for construction, contract administration, and overhead for improvements to traffic signals within Wilsonville. The City's proportional share of the Regional Advanced Transportation Controller and Signal Optimization project is \$18,716.57, within the budgeted amount.



**COMMUNITY INVOLVEMENT PROCESS:**

Annual traffic signal improvements is included with the City's 5-Year Capital Improvement Plan (Project #4118) as part of the adopted FY23/24 Budget, and as such, has been through both Budget Committee and Council Actions, which include opportunity for public conversation. Impacts to residents and businesses during construction will be communicated through mailers, door hangers, social media updates, and the Boones Ferry Messenger.

**POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

Completion of the project will improve safety and reliability of the City's transportation network, including motor vehicles, bike, and pedestrian modes of travel.

**ALTERNATIVES:**

The IGA is necessary for the City of Wilsonville to take part in the Clackamas County traffic signal improvement project and take advantage the Federal TSMO grant funding for the Project. City Council could decide not to enter into the IGA with Clackamas County and plan for and fund the traffic signal improvements separate from the Clackamas County project. This is not recommended since Clackamas County provides the City of Wilsonville with maintenance services for traffic signals and any City led improvements would have to meet Clackamas County traffic signals standards and the City would be responsible for the full cost of the work.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Resolution No. 3077
  - A. Intergovernmental Agreement Between the City of Wilsonville and Clackamas County Related to the Clackamas County Regional Advanced Transportation Controller (ATC) and Signal Optimization Project.

**RESOLUTION NO. 3077****A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING THE CITY MANAGER TO ENTER INTO AND EXECUTE THE INTERGOVERNMENTAL AGREEMENT WITH CLACKAMAS COUNTY FOR THE REGIONAL ADVANCED TRANSPORTATION CONTROLLER AND SIGNAL OPTIMIZATION PROJECT.**

WHEREAS, ORS 190.03 – 190.010 authorizes agencies to enter into intergovernmental agreements for the performance of any or all activities and functions that a Party to the agreement has the authority to perform; and

WHEREAS, Clackamas County applied for, and was awarded, federal funding through the Federal Transportation System Management and Operations (TSMO) program for the Regional Advanced Transportation Controller and Signal Optimization Project (Project); and

WHEREAS, the Project includes improvement of 22 traffic signals at intersections on roadways under the City of Wilsonville's jurisdiction; and

WHEREAS, Clackamas County is responsible for overall management and administration of the Project; and

WHEREAS, the City is responsible for compensating the County for the City's proportional share of eligible costs related to the Project; and

WHEREAS, the City has planned and budgeted for the improvement of the identified traffic signals, Capital Improvement Project #4118, known as the Annual Signal Improvements project; and

WHEREAS, an Intergovernmental Agreement (IGA) is required for Clackamas County to perform the work on the City's infrastructure and for the City to compensate Clackamas County for said work.

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

Section 1. The City Council authorizes the City Manager to enter into and execute, on behalf of the City of Wilsonville, the IGA between the City of Wilsonville and Clackamas County for the Regional Advanced Transportation Controller and Signal Optimization Project, substantially in the form attached as Exhibit A.

Section 2. The City Manager is authorized to sign the Intergovernmental Agreement in substantially the form attached hereto but, with latitude to make minor revisions, as determined by the City Engineer, to reflect needed variances and clarifications.

Section 3. Effective Date. This Resolution is effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 17<sup>th</sup> day of July, 2023, and filed with the Wilsonville City Recorder this date.

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JULIE FITZGERALD, MAYOR

ATTEST:

---

Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Fitzgerald

Council President Akervall

Councilor Linville

Councilor Berry

Councilor Dunwell

EXHIBITS:

- A. Intergovernmental Agreement Between the City of Wilsonville and Clackamas County Related to the Clackamas County Regional Advanced Transportation Controller (ATC) and Signal Optimization Project.

**INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF WILSONVILLE  
AND CLACKAMAS COUNTY RELATED TO THE CLACKAMAS COUNTY  
REGIONAL ADVANCED TRANSPORTATION CONTROLLER (ATC) AND SIGNAL  
OPTIMIZATION PROJECT**

This agreement (the “Agreement”) is made on the date all required signatures have been obtained, between the City of Wilsonville (“CITY”), a municipal corporation of the State of Oregon, and Clackamas County (“COUNTY”), a political subdivision of the State of Oregon, pursuant to ORS Chapter 190 (Intergovernmental Cooperation), collectively referred to as the “PARTIES” and each a “PARTY.”

**RECITALS**

WHEREAS, ORS Chapter 190 authorizes local governments to enter into intergovernmental agreements for the performance of any or all functions and activities that a local government, its officers or agencies, have the authority to perform;

WHEREAS, the County applied for, and was awarded, federal funding through the Federal Transportation System Management and Operations (“TSMO”) to install and program advanced transportation controller (“ATC”) signal controllers at 99 intersections across the County in those locations generally depicted in Exhibit “A” which is attached hereto and incorporated herein. This project to install the ATC signal controllers at 99 intersections is referred to as the Clackamas County Regional ATC and Signal Optimization Project (“Project”);

WHEREAS, the 99 intersections that will be impacted by this Project are spread across various jurisdictions in the County. The total cost of the Project and the portion of Project work attributable to each individual jurisdiction is set forth in Exhibit “C” which is attached hereto and incorporated herein;

WHEREAS, the County is administering the Project pursuant to Oregon Department of Transportation Agreement No. 34925/73000-00004353;

WHEREAS, a portion of the work to be completed under the Project includes the replacement of twenty two (22) existing traffic signals at intersections on roadways under the City’s jurisdiction with upgraded ATC equipment. Along with the controller, local software, and central signal system upgrade, intersection signal timing will be optimized for all users. The portion of the work to be completed under the Project at intersections on roadways under the City’s jurisdiction shall be referred to herein as the “City Project.” The locations which are part of the City Project are shown on the map attached hereto, marked “Exhibit A,” and specifically listed in “Exhibit B”; and

WHEREAS, the Parties desire to define their respective obligations with regards to the City Project described herein, with the City primarily responsible for contributing funds to cover certain cost associated with the City Project, and with the County primarily responsible for completing and delivering the City Project as herein described.

## AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises set forth below and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. **Term.** This Agreement becomes effective as of the last date of signature by a Party indicated below. Unless terminated earlier pursuant to Section 4 of this Agreement, this Agreement will expire by December 31, 2024 or upon the completion of the City Project by the County and the final payment by the City pursuant to the terms of this Agreement, whichever is sooner.
2. **City Responsibilities.**
  - A. The City agrees to the scope of work set forth in Exhibit “D” which is attached hereto and incorporated herein.
  - B. The City agrees to allow the County and its employees, contractors and agents access to the right of way and intersection signal equipment for purposes of completing the scope of work set forth in Exhibit “D.”
  - C. Within 30 days of full execution of this Agreement, the City agrees to transfer to the County the sum of \$18,716.57, which represents the City’s proportional share of the County’s match of eligible costs related to the entire Clackamas County Regional ATC and Signal Optimization Project, as set forth in Oregon Department of Transportation Agreement No. 34925/73000-00004353. The proportional share calculation of all jurisdictions involved in the entire Clackamas County Regional ATC and Signal Optimization Project is set forth in Exhibit “C”.
  - D. The City shall have the ultimate responsibility to approve the plans in writing for signal phasing, timing, and coordination. The County, or its consultants, shall provide a recommendation to the City, and the City shall not unreasonably withhold such written approval so long as the recommendation conforms to International Municipal Signal Association (IMSA) and Institute of Transportation Engineers (ITE) industry standards, as well as the State of Oregon guidelines and specifications.
  - E. Within 30 days of receiving the County’s notice of completion, the City agrees to promptly contact the County if any signal issues related to the City Project are witnessed or reported to ensure timely repairs can be made. After such 30 day period, the City shall be obligated to remedy any and all signal issues moving forward.
3. **County Responsibilities.**
  - A. The County agrees to the scope of work set forth in Exhibit “D” which is attached hereto and incorporated herein.
  - B. Work shall be performed to IMSA and ITE industry standards, as well as the State of Oregon guidelines and specifications. IMSA Certified Technicians shall perform the traffic signal controller installation, configuration, and setup of the City’s signal system. Certification level shall be commensurate with the task performed in accordance with IMSA specifications.

- C. After execution of this Agreement and payment in the amount specified in Section 2.C, the County agrees to complete the City Project on or before June 30, 2024. Upon completion, the County shall provide the City a written notice of completion.
- D. The County, or its consultants, shall provide a recommendation to the City for signal phasing, timing, and coordination. Any such recommendation shall conform to International Municipal Signal Association (IMSA) and Institute of Transportation Engineers (ITE) industry standards, as well as the State of Oregon guidelines and specifications.
- E. The County will include the City as an additional insured and third-party beneficiary in the contract(s) between County and third-parties of any work performed by others on the City Project.
- F. Within 30 days of providing the City the notice of completion, the County agrees to promptly respond to any signal issues related to the City Project that are identified by the City and that the County is made aware of. Costs to remedy any such issues shall be the responsibility of the County.

#### 4. **Termination.**

- A. The County and the City, by mutual written agreement, may terminate this Agreement at any time.
- B. Either the County or the City may terminate this Agreement in the event of a breach of the Agreement by the other. Prior to such termination however, the Party seeking the termination shall give the other Party written notice of the breach and of the Party's intent to terminate. If the breaching Party has not entirely cured the breach within fifteen (15) days of deemed or actual receipt of the notice, then the Party giving notice may terminate the Agreement at any time thereafter by giving written notice of termination stating the effective date of the termination. If the default is of such a nature that it cannot be completely remedied within such fifteen (15) day period, this provision shall be complied with if the breaching Party begins correction of the default within the fifteen (15) day period and thereafter proceeds with reasonable diligence and in good faith to effect the remedy as soon as practicable. The Party giving notice shall not be required to give more than one (1) notice for a similar default in any twelve (12) month period.
- C. The County or the City shall not be deemed to have waived any breach of this Agreement by the other Party except by an express waiver in writing. An express written waiver as to one breach shall not be deemed a waiver of any other breach not expressly identified, even though the other breach is of the same nature as that waived.
- D. Nothing herein shall prevent the Parties from meeting to mutually discuss the Project. Each Party shall use best efforts to coordinate with the other to minimize conflicts.
- E. Any termination of this Agreement shall not prejudice any rights or obligations accrued to the Parties prior to termination.

#### 5. **Indemnification.**

- A. Subject to the limits of the Oregon Constitution and the Oregon Tort Claims Act or successor statute, the County agrees to indemnify, save harmless and defend the City, its

officers, elected officials, agents and employees from and against all costs, losses, damages, claims or actions and all expenses incidental to the investigation and defense thereof (including legal and other professional fees) arising out of or based upon damages or injuries to persons or property caused by the negligent or willful acts of the County or its officers, elected officials, owners, employees, agents, or its subcontractors or anyone over which the County has a right to control.

- B. Subject to the limits of the Oregon Constitution and the Oregon Tort Claims Act or successor statute, the City agrees to indemnify, save harmless and defend the County, its officers, elected officials, agents and employees from and against all costs, losses, damages, claims or actions and all expenses incidental to the investigation and defense thereof (including legal and other professional fees) arising out of or based upon damages or injuries to persons or property caused by the negligent or willful acts of the City or its officers, elected officials, owners, employees, agents, or its subcontractors or anyone over which the City has a right to control.

## 6. General Provisions

- A. **Oregon Law and Forum.** This Agreement shall be construed according to the laws of the State of Oregon, without giving effect to the conflict of law provisions thereof.
- B. **Applicable Law.** The Parties hereto agree to comply in all ways with applicable local, state and federal ordinances, statutes, laws and regulations.
- C. **Non-Exclusive Rights and Remedies.** Except as otherwise expressly provided herein, the rights and remedies expressly afforded under the provisions of this Agreement shall not be deemed exclusive and shall be in addition to and cumulative with any and all rights and remedies otherwise available at law or in equity. The exercise by either Party of any one or more of such remedies shall not preclude the exercise by it, at the same or different times, of any other remedies for the same default or breach, or for any other default or breach, by the other Party.
- D. **Access to Records.** The Parties acknowledge and agree that each Party, the federal government, and their duly authorized representatives shall have access to each Party's books, documents, papers, and records which are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcripts for a period of three years after final payment. Copies of applicable records shall be made available upon request. The cost of such inspection shall be borne by the inspecting Party.
- E. **Debt Limitation.** This Agreement is expressly subject to the debt limitation of Oregon counties set forth in Article XI, Section 10, of the Oregon Constitution, and is contingent upon funds being appropriated therefore. Any provisions herein which would conflict with law are deemed inoperative to that extent.

- F. **Severability.** If any provision of this Agreement is found to be unconstitutional, illegal or unenforceable, this Agreement nevertheless shall remain in full force and effect and the offending provision shall be stricken. The Court or other authorized body finding such provision unconstitutional, illegal or unenforceable shall construe this Agreement without such provision to give effect to the maximum extent possible the intentions of the Parties.
- G. **Integration, Amendment and Waiver.** Except as otherwise set forth herein, this Agreement constitutes the entire agreement between the Parties on the matter of the Project. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either Party unless in writing and signed by both Parties and all necessary approvals have been obtained. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of either Party to enforce any provision of this Agreement shall not constitute a waiver by such Party of that or any other provision.
- H. **Interpretation.** The titles of the sections of this Agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of its provisions.
- I. **Independent Contractor.** Each of the Parties hereto shall be deemed an independent contractor for purposes of this Agreement. No representative, agent, employee or contractor of one Party shall be deemed to be a representative, agent, employee or contractor of the other Party for any purpose, except to the extent specifically provided herein. Nothing herein is intended, nor shall it be construed, to create between the Parties any relationship of principal and agent, partnership, joint venture or any similar relationship, and each Party hereby specifically disclaims any such relationship.
- J. **No Third-Party Beneficiary.** Neither Party intends that this Agreement benefit, or create any right or cause of action in, or on behalf of, any person or entity other than the County or the City.
- K. **No Assignment.** No Party shall have the right to assign its interest in this Agreement (or any portion thereof) without the prior written consent of the other Party, which consent may be withheld for any reason. The benefits conferred by this Agreement, and the obligations assumed hereunder, shall inure to the benefit of and bind the successors of the Parties.
- L. **Counterparts.** This Agreement may be executed in any number of counterparts (electronic, facsimile or otherwise) all of which when taken together shall constitute one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of this Agreement so executed shall constitute an original.



M. **Authority.** Each Party represents that it has the authority to enter into this Agreement on its behalf and the individual signatory for a Party represents that it has been authorized by that Party to execute and deliver this Agreement.

N. **Necessary Acts.** Each Party shall execute and deliver to the others all such further instruments and documents as may be reasonably necessary to carry out this Agreement.

**CLACKAMAS COUNTY**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Recording Secretary

**CITY OF WILSONVILLE**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Recording Secretary

## Exhibit A

### Clackamas County Regional ATC and Signal Optimization Project Map

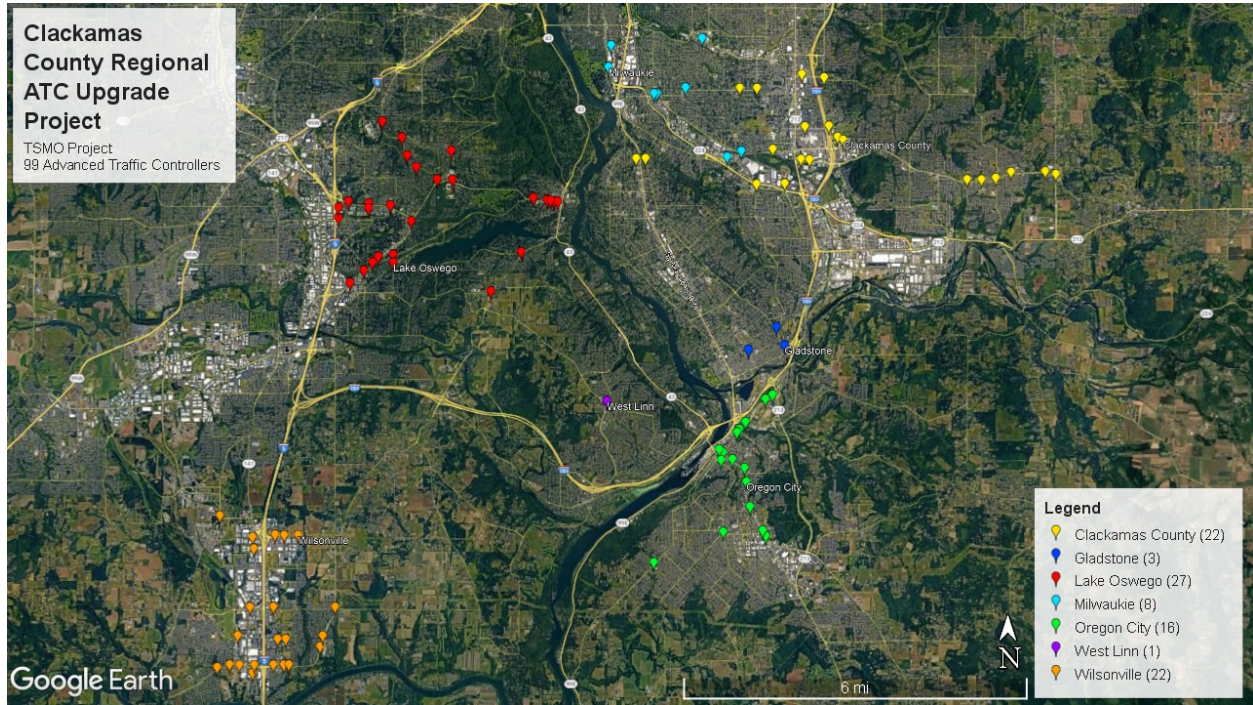


Exhibit BCity Project Specific Location List

<b>ID #</b>	<b>TC #</b>	<b>Dir</b>	<b>Major Street</b>	<b>Dir</b>	<b>Minor Street</b>
<b>7702</b>	TC-0000-05620	SW	Grahams Ferry	SW	Day St
<b>7707</b>	TC-0000-05605	SW	Elligson Rd	SW	Parkway Av - Argyle Av
<b>7708</b>	TC-0000-05606	SW	Elligson Rd	SW	Parkway Center Dr
<b>7709</b>	TC-0000-05613	SW	Elligson Rd	SW	Canyon Creek Rd
<b>7715</b>	TC-0000-05614	SW	95th Av	SW	Commerce Circle
<b>7716</b>	TC-0000-05610	SW	95th Av	SW	Ridder Rd
<b>7718</b>	TC-0000-05666	SW	95th Av	SW	Boeckman Rd
<b>7720</b>	TC-0000-05603	SW	Parkway Av	SW	Boeckman Rd
<b>7722</b>	TC-0000-05667	SW	Barber St	SW	Kinsman Rd
<b>7724</b>	TC-0000-05653	SW	Town Center Loop	SW	Parkway Ct
<b>7725</b>	TC-0000-05678	SW	Town Center Loop	SW	Canyon Creek Rd
<b>7731</b>	TC-0000-05601	SW	Wilsonville Rd	SW	Brown Rd
<b>7732</b>	TC-0000-05659	SW	Wilsonville Rd	SW	Montebello Dr
<b>7733</b>	TC-0000-05609	SW	Wilsonville Rd	SW	Kinsman Rd
<b>7734</b>	TC-0000-05600	SW	Wilsonville Rd	SW	Boones Ferry Rd
<b>7735</b>	TC-0000-05670	SW	Boones Ferry Rd		Fred Meyer Access
<b>7738</b>	TC-0000-05604	SW	Wilsonville Rd	SW	Town Center Loop W
<b>7739</b>	TC-0000-05611	SW	Wilsonville Rd	SW	Rebekah St
<b>7740</b>	TC-0000-05608	SW	Wilsonville Rd	SW	Town Center Loop E
<b>7741</b>	TC-0000-05621	SW	Wilsonville Rd	SW	Meadows Loop - Wildcat Wy (HS access)
<b>7742</b>	TC-0000-05607	SW	Wilsonville Rd	SW	Meadows Pkwy (school access)
<b>7743</b>	TC-0000-05602	SW	Wilsonville Rd - Stafford Rd	SW	Boeckman Rd - Advance Rd

Exhibit CProportional Share Table

<b>Fed Funds:</b>	\$ 735,878.42
<b>Local Match (10.27%)</b>	\$ 84,224.58
<b>Total Project Cost:</b>	\$ 820,103.00

	<b>Controllers</b>	<b>Proportional Share</b>	<b>Local Match</b>
<b>Clackamas County</b>	22	22.22%	\$ 18,716.57
<b>Lake Oswego</b>	27	27.27%	\$ 22,970.34
<b>Oregon City</b>	16	16.16%	\$ 13,612.05
<b>Wilsonville</b>	22	22.22%	\$ 18,716.57
<b>Milwaukie</b>	8	8.08%	\$ 6,806.03
<b>Gladstone</b>	3	3.03%	\$ 2,552.26
<b>West Linn</b>	1	1.01%	\$ 850.75
<b>Total Controllers:</b>	99		

## Exhibit D

### Scope of Work

The Clackamas County Regional ATC Controller & Signal Optimization Project includes the following elements:

- Procurement of 99 Advanced Traffic Controllers (ATCs) to upgrade older traffic signals controllers that are no longer supported and do not provide the functionality desired for current signal operations. This includes locations owned by Clackamas County, City of Lake Oswego, City of Oregon City, City of Wilsonville, City of Milwaukie, City of Gladstone, and City of West Linn
- Consultant support in signal timing conversions and optimizations
- Clackamas County signal timing testing and deployment
- New central signal system server for maintenance and operation of the traffic signals



## CITY COUNCIL MINUTES

June 19, 2023 at 7:00 PM

Wilsonville City Hall & Remote Video Conferencing

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### CALL TO ORDER

#### 1. Roll Call

A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:00 p.m. on Monday, June 19, 2023. Mayor Fitzgerald called the meeting to order at 7:02 p.m., followed by roll call.

#### PRESENT

Mayor Fitzgerald  
 Council President Akervall  
 Councilor Linville  
 Councilor Berry  
 Councilor Dunwell

#### STAFF PRESENT

Amanda Guile-Hinman, City Attorney  
 Andrew Barrett, Capital Projects Engineering Manager  
 Bryan Cosgrove, City Manager  
 Dwight Brashear, Transit Director  
 Jeanna Troha, Assistant City Manager  
 Kelsey Lewis, Grants & Programs Manager  
 Kimberly Veliz, City Recorder  
 Matt Lorenzen, Economic Development Manager  
 Megan Adams, Law Clerk  
 Zoe Mombert, Assistant to the City Manager

#### 2. Motion to approve the following order of the agenda.

**Motion:** Moved to approve the following order of agenda.

Motion made by Councilor Akervall, Seconded by Councilor Dunwell.

#### Voting Yea:

Mayor Fitzgerald, Councilor Akervall, Councilor Linville, Councilor Berry, Councilor Dunwell

**Vote:** Motion carried 5-0.

### 3. Pledge of Allegiance

Council, staff and the audience, recited the Pledge of Allegiance.

## MAYOR'S BUSINESS

### 4. Upcoming Meetings

The Mayor reported on the following events:

#### Frog Pond Primary School Groundbreaking

- The Mayor reported on the groundbreaking the prior week for the new Frog Pond Primary School.
- The Mayor and members of the City Council joined with West Linn-Wilsonville School District Superintendent Kathy Ludwig, School Board Chair Chelsea King, District Chief Operating Officer Pat McGough, and Capital Construction Manager Remo Douglas.
- The school will serve the rapidly growing Frog Pond neighborhood. This \$27 million primary school was scheduled to open in 2025 and accommodate up to 350 students.
- The new school will feature sustainable solar power panels, a high-efficiency energy envelope, bike access at multiple entrances and student safety measures such as a secure entry and intrusion-limiting glass.
- The plan features “learning neighborhoods” that integrate the school with the 10-acre property and covered patios.

#### Metro JPACT Washington DC Lobby Trip

- The Mayor reported on a recent trip to Washington DC with members of the Metro Joint Policy Advisory Committee on Transportation (JPACT). City staff on the trip included Mark Ottenad, Public/Government Affairs Director and Dwight Brashear, Transit Director.
- The Mayor shared there were presentations by the group about major projects such as:
  - Interstate 5 and the I-5 Boone Bridge needed improvements.
    - The Mayor stated it was made clear the City supported increased federal investment to improve the I-5 Boone Bridge and provide a safe bike/pedestrian and emergency-responder crossing over the Willamette River with the proposed French Prairie Bridge.
    - In addition, it was made clear that the Boone Bridge southbound auxiliary lane was also important.
  - SMART is a Federal Transit Administration direct-funding recipient for capital projects such as buses and supporting infrastructure.
    - During the trip Dwight Brashear, Transit Director reported on and discussed the City of Wilsonville’s transit program.
    - Over time SMART has won over \$3 million in competitive federal grants, including the purchase of “Low or No” emission buses powered by natural gas or electricity.
    - It was discussed that the City was seeking support for the proposed I-5 Bike/Pedestrian Bridge connecting over the highway the Town Center to the Wilsonville Transit Center.

- Another area of importance discussed was that the City has water rights to and operates water treatment and wastewater treatment plants on the Willamette River, which are subject to Federal Fish & Wildlife and US Army Corps of Engineers dam and river operations.
- The Mayor announced she and staff met privately with Senator Jeff Merkley and Congresswoman Andrea Salinas and staff members.
- Senator Merkley's staff asked about the situation with the Oregon Department of Aviation and the Aurora State Airport. They mentioned concern about the Federal Aviation Administration funding of the new Aurora State Airport Master Plan process.
- Congresswoman Salinas was interested in the proposed affordable housing Wilsonville Transit Center Transit Oriented Development (TOD). Congresswoman Salinas was glad to hear that the City was seeking support for the Federal Low Income Housing Tax Credit Program, which was administered by the State of Oregon.
- The Mayor and staff also met with Senator Ron Wyden and Congresswoman Suzanne Bonamici whom were interested in hearing about SMART's innovative transit programs, including Bus-on-Shoulder pilot projects with ODOT and proposed new service to Clackamas Town Center.
- In each of these meetings, the Congressional Briefing Booklet, created by staff was used to guide discussions.
- The Mayor shared besides the smoke from the Canadian wildfires, the trip was successful in presenting local issues of concerns with colleagues.

#### Juneteenth Celebration

- The Mayor and a number of Councilors attended the Juneteenth Celebration in Town Center Park hosted by the City's Diversity Equity and Inclusion Committee.
- This event commemorates the ending of slavery in the United States, and featured music, speeches, information booths and picnicking on the lawn. Swire Coca Cola, Hilton Garden Inn, and Oregon Tech. sponsored it.
- The Mayor shared the event provided a chance to reflect on the progress that has been made towards racial equality and justice, while acknowledging that more work still needs to be done.
- On behalf of the Council, the Mayor thanked members of the DEI Committee, who put the event together.

#### State Legislative Update

- The Senate reconvened after a lengthy walkout, which prevented a quorum for taking action on proposed legislation.
- House Bill (HB) 2662, which was an introduction of a bill to study advancement of the WES train from Wilsonville to Salem was waiting for consideration and was hoped to move forward.
- The bill was supported by cities up and down the Interstate 5 corridor.
- Senator Aaron Woods and Representatives Courtney Neron and Kevin Mannix had been instrumental in pushing to have this bill be one that has chance to be vote upon.



### “Pollinator Week” Proclamation

- The Mayor recalled in the Council packet was a proclamation for “Pollinator Week,” June 19 to 25, 2023.
- “Pollinator Week” was an annual celebration in support of pollinator health. It was also a time to raise awareness for pollinators and spread the word about what we can do to protect them.

### Council Meeting

- The next City Council meeting was scheduled for Monday, July 17, 2023. The first Council meeting of July was cancelled due to the Fourth of July holiday.

### 5. Boards/Commission Appointments/Reappointments

#### **Arts, Culture, and Heritage Commission – Reappointments**

Reappointment of Angela Sims and David Altman to the Arts, Culture, and Heritage Commission for a term beginning 7/1/2023 to 6/30/2026.

**Motion:** Moved to ratify the reappointment of Angela Sims and David Altman to the Arts, Culture, and Heritage Commission for a term beginning 7/1/2023 to 6/30/2026.

Motion made by Councilor Akervall, Seconded by Councilor Linville.

#### **Voting Yea:**

Mayor Fitzgerald, Councilor Akervall, Councilor Linville, Councilor Berry, Councilor Dunwell

**Vote:** Motion carried 5-0.

#### **Arts, Culture, and Heritage Commission – Appointment**

Appointment of Sageera Oravil Abdulla Koya to the Arts, Culture, and Heritage Commission for a term beginning 7/1/2023 to 6/30/2026.

**Motion:** Moved to ratify the appointment of Sageera Oravil Abdulla Koya to the Arts, Culture, and Heritage Commission for a term beginning 7/1/2023 to 6/30/2026.

Motion made by Councilor Akervall, Seconded by Councilor Dunwell.

#### **Voting Yea:**

Mayor Fitzgerald, Councilor Akervall, Councilor Linville, Councilor Berry, Councilor Dunwell

**Vote:** Motion carried 5-0.

#### **Kitakata Sister City Advisory Board – Appointment**

Appointment of Masaru Yatabe to the Kitakata Sister City Advisory Board for a term beginning 7/1/2023 to 12/31/2024.

**Motion:** Moved to ratify the appointment of Masaru Yatabe to the Kitakata Sister City Advisory Board for a term beginning 7/1/2023 to 12/31/2024.

Motion made by Councilor Akervall, Seconded by Councilor Berry.

**Voting Yea:**

Mayor Fitzgerald, Councilor Akervall, Councilor Linville, Councilor Berry, Councilor Dunwell

**Vote:** Motion carried 5-0.

**Library Board – Appointment**

Appointment of Gay Walker to the Library Board for a term beginning 7/1/2023 to 6/30/2027.

**Motion:** Moved to ratify the appointment of Gay Walker to the Library Board for a term beginning 7/1/2023 to 6/30/2027.

Motion made by Councilor Akervall, Seconded by Councilor Berry.

**Voting Yea:**

Mayor Fitzgerald, Councilor Akervall, Councilor Linville, Councilor Berry, Councilor Dunwell

**Vote:** Motion carried 5-0.

**Tourism Promotion Committee – Reappointment**

Reappointment of Elaine Owen to the Tourism Promotion Committee for a term beginning 7/1/2023 to 6/30/2026.

**Motion:** Moved to ratify the reappointment of Elaine Owen to the Tourism Promotion Committee for a term beginning 7/1/2023 to 6/30/2026.

Motion made by Councilor Akervall, Seconded by Councilor Berry.

**Voting Yea:**

Mayor Fitzgerald, Councilor Akervall, Councilor Linville, Councilor Berry, Councilor Dunwell

**Vote:** Motion carried 5-0.

**Tourism Promotion Committee – Appointment**

Appointment of Sungmin Park to the Tourism Promotion Committee for a term beginning 7/1/2023 to 6/30/2026.

**Motion:** Moved to ratify the appointment of Sungmin Park to the Tourism Promotion Committee for a term beginning 7/1/2023 to 6/30/2026.

Motion made by Councilor Akervall, Seconded by Councilor Berry.

**Voting Yea:**

Mayor Fitzgerald, Councilor Akervall, Councilor Linville, Councilor Berry, Councilor Dunwell

**Vote:** Motion carried 5-0.

**Wilsonville-Metro Community Enhancement Committee – Appointment**

Appointment of Albert McGee and Devon Thorson to the Wilsonville-Metro Community Enhancement Committee for a term beginning 7/1/2023 to 6/30/2026.

**Motion:** Moved to ratify the appointment of Albert McGee and Devon Thorson to the Wilsonville-Metro Community Enhancement Committee for a term beginning 7/1/2023 to 6/30/2026.

Motion made by Councilor Akervall, Seconded by Councilor Dunwell.

**Voting Yea:**

Mayor Fitzgerald, Councilor Akervall, Councilor Linville, Councilor Berry, Councilor Dunwell

**Vote:** Motion carried 5-0.

**Washington County Coordinating Committee – Appointments**

Appointment of Council President Akervall as the primary representative and Mayor Fitzgerald as the secondary alternate representative to the Washington County Coordinating Committee for a term beginning 6/19/2023 to 12/31/2024.

**Motion:** Moved to ratify the appointment of Council President Akervall as the primary representative and Mayor Fitzgerald as the secondary alternate representative to the Washington County Coordinating Committee for a term beginning 6/19/2023 to 12/31/2024.

Motion made by Councilor Linville, Seconded by Councilor Berry.

**Voting Yea:**

Mayor Fitzgerald, Councilor Akervall, Councilor Linville, Councilor Berry, Councilor Dunwell

**Vote:** Motion carried 5-0.

6. Y2K URA Closure Commemoration

There was a brief break for refreshments to celebrate the closure of the Year 2000 (Y2K) Urban Renewal Plan.

Matt Lorenzen, Economic Development Manager displayed a PowerPoint, which has been added to the record. The presentation commemorated the closure of the Year 2000 Urban Renewal Area, established in 1990 to fund new infrastructure development. The year 2000 Urban Renewal Plan was a tool and visionary plan for developing the City of Wilsonville, improving roads, parks, bike and pedestrian facilities, and other key infrastructure to support the growing community. This 33 yearlong plan from 1990 to 2023 had helped fund many important projects, and facilitated the community's development.

In closing Councilor Berry commented that as a newly elected Councilor she appreciated the walk through the history of the Year 2000 Urban Renewal Plan.

## **COMMUNICATIONS**

### **7. Clackamas Community College Bond Projects Update**

Clackamas Community College President Tim Cook and Board Chair Irene Konev shared a PowerPoint, which had been added to the record. The presentation detailed the many major improvements funded with the passage of a \$90-million bond measure in November 2014.

In closing, the Mayor thanked the presenters for sharing the presentation with Council.

## **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 citizen input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

Erin Yatabe, Wilsonville resident, relayed concerns about the Boeckman Trail Project. These concerns were also provided in writing and had been added to the record.

The Mayor informed the speaker that there would be more open houses on this project. The Mayor added that Council does pay attention to citizens concerns.

## **COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS**

### **8. Council President Akervall**

Council President Akervall attended and reported on the following events:

- Diversity, Equity and Inclusion Lecture on June 8, 2023
- Urban Renewal Task Force Meetings
- Frog Pond Primary School Groundbreaking on June 12, 2023
- Juneteenth Celebration on June 17, 2023

Council President Akervall shared details about these upcoming events:

- Clackamas Cities Association Dinner hosted by the City of Wilsonville on June 22, 2023
- Diversity, Equity and Inclusion Lecture at Clackamas Community College on July 6, 2023

#### 9. Councilor Linville

Councilor Linville planned to attend:

- Clackamas Cities Association Dinner hosted by the City of Wilsonville on June 22, 2023

Councilor Linville attended and reported on the following meeting:

- Opioid Settlement Prevention Treatment and Recovery Board meeting on June 7, 2023

#### 10. Councilor Berry

Councilor Berry attended and provided details on the following:

- Frog Pond Primary School Groundbreaking on June 12, 2023
- Clackamas County Coordinating Committee (C4) Subcommittee on June 14, 2023
- Juneteenth Celebration on June 17, 2023

Councilor Berry planned to attend:

- Clackamas Cities Association Dinner hosted by the City of Wilsonville on June 22, 2023
- Leaders in Sustainability Award Presentation on June 29, 2023

#### 11. Councilor Dunwell

Councilor Dunwell reported on the following past events:

- Juneteenth Celebration on June 17, 2023
- Frog Pond Primary School Groundbreaking

Councilor Dunwell reported on the following upcoming event:

- Wilsonville Rotary Club's Through a Child's Eyes (TACE) event in August 2023

### CONSENT AGENDA

The City Attorney read the titles of the Consent Agenda items into the record.

#### 12. Resolution No. 3054

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Consultant Contract With Pivot Architecture For The Design Of The SMART Facility Expansion Project.

#### 13. Resolution No. 3060

A Resolution To Allocate Community Enhancement Funds For Fiscal Year 2023/2024.

**14. Resolution No. 3066**

A Resolution Of The City Of Wilsonville Authorizing Acquisition Of The Fourth Group Of Property And Property Interests Related To Construction Of The Boeckman Road Corridor Project.

**15. Resolution No. 3072**

A Resolution Of The City Of Wilsonville Acting Through Its South Metro Area Regional Transit Department, Authorizing The Fare Reduction On Route 1X In Coordination With Salem Area Mass Transit District To Enhance Equity To All Passengers.

**16. Resolution No. 3074**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement Contract Amendment With Carollo Engineers For The Wastewater Treatment Plant Master Plan Project (Capital Improvement Project #2104).

**17. Sponsor Tax Reimbursement Agreement – Regionally Significant Industrial Sites**

**Motion:** Moved to approve the Consent Agenda as read with the exception of the minutes.

Motion made by Councilor Linville, Seconded by Councilor Dunwell.

**Voting Yea:**

Mayor Fitzgerald, Councilor Akervall, Councilor Linville, Councilor Berry, Councilor Dunwell

**Vote:** Motion carried 5-0.

**NEW BUSINESS****18. Minutes of the June 5, 2023 City Council Meeting.**

The City Attorney stated for the record the next item on the agenda was the minutes of the June 5, 2023 City Council meeting.

Councilor Berry noted a correction to the minutes. The Councilor recalled the Mayor was excused at the June 5, 2023 City Council meeting. Therefore, the minutes should reflect that Council President Akervall had called the meeting to order rather than Mayor Fitzgerald.

The City Attorney stated for the record, the section referred to was after the Called to Order, Roll Call, and Pledge Allegiance in the second sentence instead of Mayor Fitzgerald it should read Council President Akervall called the meeting to order at 7:06 p.m.

**Motion:** Moved to approve the minutes with the changes read into the record.

Motion made by Councilor Dunwell, Seconded by Councilor Berry.

**Voting Yea:**

Mayor Fitzgerald, Councilor Akervall, Councilor Linville, Councilor Berry, Councilor Dunwell

**Vote:** Motion carried 5-0.

**19. Resolution No. 3059**

A Resolution Of The City Of Wilsonville Approving A Civil Exclusion Policy For City Facilities.

The City Attorney read the title of Resolution No. 3059 into the record.

Amanda Guile-Hinman, City Attorney reintroduced Megan Adams, Law Clerk. The duo then provided the staff report and PowerPoint, which had been made a part of the record.

Council was informed that at the dais they all received a revised version of the Civil Exclusion Policy. Based on the Council feedback revised policy implemented a flexible appellate procedure; clarified the writ of review authority for exclusions; categorized specific offenses to more appropriate tiers; increased exclusion periods for serious offenses; and expanded language to clarify offense parameters. In addition, the revised version clarified the language regarding offenses in which the penalty was an immediate exclusion for the remainder of the day with no warning; and provided clarification on affected offenses 22-24,27,37-40,43.

It was explained that Councilor Linville proposed some changes under written notice. Therefore, the City Attorney recommended that it be changed from identify the provision of law to now identify the conduct violation. That was consistent with the defined terms in the policy as conduct violation was a defined term.

The second proposed change was under *Appeal to City Manager* and *Appeal to Municipal Court* sections of the policy.

The below paragraph in the *Appeal to City Manager* section would be revised to read:

The City Manager will rescind the exclusion upon a showing that: (1) it was more likely than not that the excluded individual did not commit the Conduct Violation(s); (2) extenuating circumstances warrant reducing or dismissing the exclusion order; or (3) the excluded individual was engaged in the lawful exercise of any right or privilege guaranteed under the United States Constitution, Constitution of the State of Oregon, or any other law. The City Manager may seek evidence from the Excluding Officer to aid in the City Manager's decision. The City Manager's decision will be provided to the email and/or mailing address provided by the individual.

The below paragraph in the *Appeal to Municipal* section would be revised to read:

The Municipal Court shall dismiss the exclusion upon a showing that: (1) it was more likely than not that the excluded individual did not commit the Conduct Violation(s); (2) extenuating circumstances warrant reducing or dismissing the exclusion order; or (3) the excluded individual was engaged in the lawful exercise of any right or privilege guaranteed under the United States Constitution, Constitution of the State of Oregon, or any other law.

The revised language provided extra flexibility to that appellate person or body whom will make the judgment call.

It was mentioned there was a scrivener's error that would be corrected which no Council motion necessary to make that edit. The City Attorney explained an A was missing and the word should be area and not are.

Staff were asked clarifying question.

**Motion:** Moved to approve Resolution No 3059 with the Exhibit A distributed today and the amendments to that Exhibit A as read into the record.

Motion made by Councilor Linville, Seconded by Councilor Akervall.

Staff was thanked for their work.

**Voting Yea:**

Mayor Fitzgerald, Councilor Akervall, Councilor Linville, Councilor Berry, Councilor Dunwell

**Vote:** Motion carried 5-0.

**CONTINUING BUSINESS**

There was none.

**PUBLIC HEARING**

**20. Ordinance No. 880**

An Ordinance Of The City Of Wilsonville Adopting An Updated Transit Master Plan As A Sub-Element Of The Transportation System Plan, Replacing All Prior Transit Master Plans, And Repealing Ordinance No. 805 And Ordinance No. 828.

The Mayor provided the public hearing format.

The City Attorney read the title of Ordinance No. 880 into the record on first reading.

The Mayor opened the public hearing at 8:55 p.m.

Kelsey Lewis, Grants & Programs Manager along with consultants Michelle Poyourow of Jarrett Walker + Associates, and Brenda Martin of EnviroIssues provided the staff report and PowerPoint, which had been made a part of the record.

Council asked clarifying questions and requested a note be added to the Plan regarding the Title VI policy on coverage.



The Mayor invited public testimony, seeing none the Mayor closed the public hearing on Ordinance No. 880 at 9:45 p.m.

The Mayor then requested a motion on Ordinance No. 880.

**Motion:** Moved to adopt Ordinance No 880 on first reading.

Motion made by Councilor Akervall, Seconded by Councilor Linville.

**Voting Yea:**

Mayor Fitzgerald, Councilor Akervall, Councilor Linville, Councilor Berry, Councilor Dunwell

**Vote:** Motion carried 5-0.

**CITY MANAGER'S BUSINESS**

The City Manager echoed the comments made by Councilor Dunwell regarding Pamela Slaughter's speech during the Juneteenth event as he too enjoyed it. He added that the DEI Committee was doing great work through the DEI Lecture Series. Moreover, the lectures allow an opportunity for people to present their perspectives in a way that does not blame or shame anyone. Rather, it opened individuals' eyes to the unique experiences of others. Lastly, he complimented the DEI Committee and the Assistant to the City Manager for the great work they are doing.

The City Manager informed he would be out of the office Wednesday through Monday. However, would be available by phone if anything major were to occur. Otherwise, Jeanna Troha, Assistant City Manager would be overseeing things in his absence.

**LEGAL BUSINESS**

The City Attorney reported on the conversation she and the Assistant City Manager had with Clackamas County staff on implementation measures with regard to camping and connection to services.

Coordinated Housing Access (CHA) best method to get people connected with housing resources.

Group email distribution to share information being created to include Code Compliance Coordinator, Police/Law Enforcement, Heart of the City, Wilsonville Community Sharing and Clackamas County Outreach Coordinator.

Every Thursday, a consortium of individuals gather to review a list of services needed, identify persons with the highest priority need, and connect them to services. Services might be for housing, mental health, addiction, job training, or others.

When an individual is on City property at a time camping is not allowed, or at a location camping is not allowed, the Code Compliance Coordinator will make contact with that individual. The Code Compliance Coordinator will provide a pamphlet with educational information that includes contact information for

Coordinated Housing Access. The Code Compliance Coordinator will ask the individual if staff can connect them to services. An email will be sent to the group distribution list to begin making those connections to resources provides and the individual in need.

Clackamas County hosts a monthly housing community meeting to provide updates on everything they are doing with regard to housing. Initially, a member of City staff would attend those meetings.

Another resource for those in need is the phone number 211. By calling 211 individuals can access information and connect to housing and other services.

Council was informed signage had been ordered. There was discussion of potentially adding another small sign with a QR code to access the information on the City's website.

The Mayor shared she was still focused on working with Clackamas County to have skilled social workers make contact with individuals in need, as described in the Clackamas County videos.

The City Attorney explained that Clackamas County was trying to staff up for those positions. However, there was a shortage.

The City Attorney explained City staff would remain in constant communication with Clackamas County to create a relationship with them.

The Mayor reiterated she wanted to ensure the people who need resources have access to them.

## **ADJOURN**

The Mayor adjourned the meeting at 10:00 p.m.

Respectfully submitted,

---

Kimberly Veliz, City Recorder

ATTEST:

---

Julie Fitzgerald, Mayor



## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date:</b> July 17, 2023		<b>Subject: Ordinance No. 880 – 2<sup>nd</sup> Reading</b> Adopting an updated Transit Master Plan as a sub-element of the Transportation System Plan, replacing all prior Transit Master Plans, and repealing Ordinance No. 805.  <b>Staff Member:</b> Kelsey Lewis, Grants and Programs Manager  <b>Department:</b> South Metro Area Regional Transit (SMART)	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Public Hearing Date: 6/19/2023 <input checked="" type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: 6/19/2023 <input checked="" type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: 7/17/2023 <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial  <input type="checkbox"/> None Forwarded  <input type="checkbox"/> Not Applicable	
		<b>Comments:</b> Planning Commission recommended approval at their May 10, 2023 meeting.	
<b>Staff Recommendation:</b> Staff recommends Council adopt Ordinance 880 on Second Reading.			
<b>Recommended Language for Motion:</b> I move to adopt Ordinance 880 on Second Reading.			
<b>Project / Issue Relates To:</b>			
<input type="checkbox"/> Council Goals/Priorities:	<input checked="" type="checkbox"/> Adopted Master Plan(s): Transit Master Plan	<input type="checkbox"/> Not Applicable	

### ISSUE BEFORE COUNCIL:

Second reading of the updated 2023 Transit Master Plan for Council consideration for adoption.

### **EXECUTIVE SUMMARY:**

In 2022, City staff began the process of updating the 2017 Transit Master Plan. The Transit Master Plan outlines specific capital projects and personnel requirements needed to support the new service recommendations. There is also a focus throughout the Transit Master Plan on identifying how service changes will be accessible to more members of the Wilsonville community.

The Transit Master Plan was released in April 2023 and a public survey was conducted that month. Respondents agreed with the feedback received during public outreach in 2022 that the priorities should be: frequency, regional connections, and Sunday service. For the full report on the survey results, please see Exhibit A of the ordinance (p. 186 of the online record).

The Planning Commission held a public hearing about the Transit Master Plan on May 10 and recommended Council approval. A summary of the changes based on Planning Commission feedback are as follows:

- Added Existing Conditions report to the Plan document, so that information about ridership and costs on the existing system are easily referenced within the document.
- Estimated the fully-loaded operating cost of all service additions, and added it to the end of the cost-estimates table on page 88 in the Financial Context chapter.
- Added reference to the total estimated operating cost increase in the Executive Summary.
- Added note that service increases would happen gradually and in response to growth, increased travel demands and funding opportunities.
- Clarified in Executive Summary that the recommended terminal facility / transfer hub in the Town Center would be very, very small (not comparable to the size of the existing west side Transit Center).
- Added note about why a direct route to Sherwood is not recommended, under Route B description.

The core recommendations in the Transit Master Plan include:

- More frequency of service
- Better regional connections
- Improved customer service through a regional customer service center
- New connection points on the east side in or near Town Center
- Improved weekend service
- Bus fleet recommendations regarding low and no emissions buses

On June 19, 2023, Council requested a note be added regarding the Title VI policy on coverage. That addition was made on page 18 of the Plan included in this packet.

### **EXPECTED RESULTS:**

The adoption of the Transit Master Plan will create a clear path, guiding future decisions while helping the City of Wilsonville improve service and maintain a sustainable public transit system.

**TIMELINE:**

This is the second and final reading of this ordinance. If adopted, the Transit Master Plan will go into effect August 16, 2023.

**CURRENT YEAR BUDGET IMPACTS:**

The development of the Transit Master Plan update is primarily funded by two State grants through the Oregon Department of Transportation. The remainder is funded by transit tax revenue.

If adopted, budget impacts of recommendations contained in this Plan will be reflected in future annual budget processes as we incrementally implement the Plan, including requests for additional personnel.

**COMMUNITY INVOLVEMENT PROCESS:**

To ensure that the final document represents the diverse interests of the Wilsonville community, the Transit Master Plan process had an extensive and inclusive public engagement process. Outreach efforts were tailored to reach people in practical and convenient ways to reflect the perspectives of current and potential system users, the business community, and residents.

For more information, please see the Plan Record in Exhibit A of the ordinance.

**POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

When implemented, the Transit Master Plan is expected to improve efficiencies and to reduce traffic congestion by providing commuters an alternative to travel in single-occupant vehicles. Also, an updated Transit Master Plan may open new avenues of opportunities for grant funding.

**ALTERNATIVES:**

The City Council may suggest further changes to the draft Transit Master Plan.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Ordinance No. 880
  - A. LP23-0001 Transit Master Plan Record ([link to full electronic record](#))
  - B. Transit Master Plan (titled "for adoption")

**ORDINANCE NO. 880****AN ORDINANCE OF THE CITY OF WILSONVILLE ADOPTING AN UPDATED TRANSIT MASTER PLAN AS A SUB-ELEMENT OF THE TRANSPORTATION SYSTEM PLAN, REPLACING ALL PRIOR TRANSIT MASTER PLANS, AND REPEALING ORDINANCE NO. 805.**

WHEREAS, the City of Wilsonville (City) currently has a 2017 Transit Master Plan that was adopted by City Council (Ordinance No. 805) on June 19, 2017; and

WHEREAS, ORS 197.175 requires cities to prepare, adopt, and implement Comprehensive Plans consistent with statewide planning goals adopted by the Land Conservation and Development Commission; and

WHEREAS, ORS 197.712(2)(e) requires cities to develop and adopt a public facilities plan for areas within the Urban Growth Boundary containing a population greater than 2,500 persons, including rough cost estimates for projects needed to provide sewer, water and transportation uses contemplated in the Comprehensive Plan and Land Use Regulations; and

WHEREAS, the Transit Master Plan is a sub-element of the Transportation System Plan, which is a sub-element of the Comprehensive Plan; and

WHEREAS, an updated Transit Master Plan is needed to account for changing travel patterns, new technologies, and future development; and

WHEREAS, in developing the updated Transit Master Plan, the City has sought to carry out federal, state, and regional mandates, prepare for grant seeking opportunities and funding solutions to minimize public expense, enhance efficiencies in transit routes, and maintain and potentially expand transit services; and

WHEREAS, the updated Transit Master Plan documents current routes, ridership, costs, and revenue, evaluates current transit deficiencies, estimates future transit demands, and estimates the capital and operation costs needed to meet these future demands; and

WHEREAS, the City's Transit Department, which operates as South Metro Area Regional Transit (SMART), has put forward a Master Plan with a range of possible service expansions, depending on available operators, vehicles, and funding; and

WHEREAS, following the timely mailing and publication of required notice, the Planning Commission conducted a public hearing on May 10, 2023, wherein the Commission received public testimony, staff reports and input, and exhibits, and thereafter deliberated and voted to approve Resolution No. LP23-0001 recommending to the City Council the approval of the proposed Transit Master Plan for the City of Wilsonville; and

WHEREAS, a copy of the record of the aforementioned Planning Commission action and recommendation is marked Exhibit A, attached hereto and incorporated by reference herein; and

WHEREAS, following the Planning Commission public hearing, staff forwarded the recommended Transit Master Plan onto the City Council, along with a staff report and attachments, in accordance with public hearing and notice procedures that are set forth in Sections 4.008, 4.011, 4.012, and 4.198 of the Wilsonville Code (WC); and

WHEREAS, the City Council, after public hearing notices advertised in printed media, emailed, and posted in several locations throughout the City and on the City website, held a public hearing on June 19, 2023 to review the proposed Transit Master Plan, and to gather additional testimony and evidence regarding the proposed Transit Master Plan; and

WHEREAS, the City Council has afforded all interested parties an opportunity to be heard on this subject and has entered all available evidence and testimony into the public record of its proceeding; and

WHEREAS, the City Council has duly considered the subject, including the Planning Commission recommendations and all the exhibits and testimony introduced and offered by all interested parties.

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

Section 1. Findings.

The above-recited findings are adopted and incorporated by reference herein as findings and conclusions of Resolution No. LP23-0001, which includes the staff report. The City Council further finds and concludes that the adoption of the proposed Transit Master Plan is necessary to help protect the public health, safety, and welfare of the municipality by planning that will help ensure there will continue to be adequate transit services within the City's transportation system.

Section 2. Determination.

Based on such findings, the City Council hereby adopts the Transit Master Plan, attached hereto and marked as Exhibit B, and incorporated by reference as if fully set forth herein, which shall replace and supersede all prior Transit Master Plans adopted by ordinance, resolution, or motion. Ordinance No. 805 is hereby repealed.

Section 3. Effective Date.

This Ordinance shall be declared to be in full force and effect thirty (30) days from the date of final passage and approval.

SUBMITTED by the Wilsonville City Council at a regular meeting thereof this 19<sup>th</sup> day of June, 2023, and scheduled the second reading on July 17, 2023, commencing at the hour of 7:00 p.m. at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon.

---

Kimberly Veliz, City Recorder

ENACTED by the City Council on the \_\_\_\_ day of \_\_\_\_, 2023, by the following votes:

Yes: \_\_\_\_ No: \_\_\_\_

---

Kimberly Veliz, City Recorder

DATED and signed by the Mayor this \_\_\_\_ day of \_\_\_\_, 2023

---

Julie Fitzgerald, Mayor

#### SUMMARY OF VOTES:

Mayor Fitzgerald

Council President Akervall

Councilor Linville

Councilor Berry

Councilor Dunwell

#### EXHIBITS:

- A. Planning Commission Resolution LP23-0001 and Record (including staff report)

This record is large and can be found at this link.

<https://www.ci.wilsonville.or.us/2023TransitPCRecord>

- B. Transit Master Plan (titled "for adoption")



**LP23-0001**  
**Transit Master Plan**  
**Planning Commission Public Hearing Record Index**  
**FINAL (May 10, 2023)**

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**PLANNING COMMISSION AND CITY COUNCIL MEETINGS**

May 10, 2023 - Planning Commission Public Hearing  
Resolution LP23-0001  
Staff Report and Attachments  
Presentation  
Affidavit of Notice of Hearing

April 12, 2023 - Planning Commission Work Session  
Staff Report and Attachments  
Presentation  
Minutes Excerpt

October 12, 2022 - Planning Commission Work Session  
Staff Report and Attachments  
Presentation (*included in attachments*)  
Minutes Excerpt

September 8, 2022 - City Council Work Session  
Staff Report and Attachments  
Presentation (*included in attachments*)  
Action Minutes

August 10, 2022 - Planning Commission Work Session  
Staff Report and Attachments  
Presentation (*included in attachments*)  
Minutes Excerpt

**PUBLIC ENGAGEMENT**

Project webpages: Let's Talk Wilsonville (English & Spanish), May 2022-present

Surveys: Community Surveys (English & Spanish) (August 12-September 16, 2022 & April 2023),  
Operator Survey (2022-2023)

Workshops: Stakeholder Workshop (September 20, 2022)

Events: 8 In-person tabling events (July-August 2022)

Boones ferry Messenger: September 2022 excerpt

Let's Talk Wilsonville newsletter April 13, 2023

**LP23-0001**  
**Transit Master Plan**  
**Planning Commission Public Hearing Record Index**  
**FINAL (May 10, 2023)**

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Social media posts: Facebook, Aug 15, 2022, Aug 24, 2022, Aug 30, 2022, Aug 31, 2022, Sept 1, 2022, April 5, 2023, April 10, 2023

DEI Committee Meeting, September 13, 2022- invitation to attend stakeholder workshop (no materials)

**COMMENTS/ARTICLES**

Cherriots Letter: May 10, 2023

Paul Diller Email: May 2, 2023

Chris Simmons Email: April 20, 2023

Alan Steiger Email: September 13, 2022

The Transit Master Plan (LP23-0001) Record can be found at the following link:

<https://www.ci.wilsonville.or.us/2023TransitPCRecord>

# Transit Master Plan



2023 UPDATE FOR ADOPTION

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# Acknowledgements

This Transit Master Plan for the City of Wilsonville was completed in 2023, with contributions from the following people.

## City Council

Julie Fitzgerald, Mayor  
Kristin Akervall, Council President  
Joann Linville  
Caroline Berry  
Katie Dunwell

## Planning Commission

Ronald Heberlein, Chair  
Jennifer Willard, Vice-Chair  
Olive Gallagher  
Nicole Hendrix  
Andrew Karr  
Kamran Mesbah  
Kathryn Neil

## City Staff

Dwight Brashear, Transit Director  
Eric Loomis, Operations Manager  
Scott Simonton, Fleet Manager  
Kelsey Lewis, Grants & Programs Manager  
Gregg Johansen, Transit Supervisor  
Michelle Marston, Program Coordinator  
Patty Tiburcio, Mobility Technician  
Miranda Bateschell, Planning Director  
Dan Pauly, Planning Manager  
Mandi Simmons, Administrative Assistant  
Keith Katko, Finance Director  
Katherine Smith, Assistant Finance Director

## Consultants



**Parametrix**

This Plan was made possible by a Statewide Transportation Improvement Fund Discretionary Grant from the Oregon Department of Transportation.



# **1. Executive Summary**

This document is the first draft of an updated Transit Master Plan (TMP) for the City of Wilsonville. It lays out a set of improvements to the City's public transit system that respond to changes in demand brought on by the COVID-19 pandemic; City goals for mobility, economic opportunity and the environment; and priorities expressed by the public during outreach conducted in 2022.

## About SMART

South Metro Area Regional Transit (SMART) is the City of Wilsonville's public transportation system. SMART is a department of the City that provides fixed-route and demand responsive transit service, both within Wilsonville and making connections to neighboring communities.

In addition to fixed-route and demand-response service, the SMART Options Program provides businesses, residents and visitors of Wilsonville with the resources to participate in various transportation options such as vanpooling, carpooling, bicycling, walking, and telework. This program promotes a robust set of travel options to give people more choices in how they travel while reducing the number of single-occupancy vehicles on the road.

### SMART Vision & Mission

SMART's mission is to provide convenient, safe, and reliable transportation services in

a fiscally responsible manner to meet the needs of Wilsonville residents, employees, and visitors of all ages, ethnicities, and income levels.

SMART is dedicated to providing mobility for those who do not have access to a personal car, and to creating an attractive transportation option for those who do.

## An Ambitious Plan

Public transit providers around the U.S. are in a period of great change. The lingering impacts of the COVID-19 pandemic have dramatically reshaped ridership, travel patterns, and expectations from the public about what transit service should do. Yet SMART's mission to provide an attractive mobility option and meet the needs of the community remains important guidance even as conditions change. This Transit Master Plan (TMP) update provides a roadmap for the development of SMART's network between 2023 and 2028, expressing the priorities of Wilsonville residents and workers for better connections within town and to other nearby cities.

SMART is the largest transit provider in this part of the region, and located in a fairly central place relative to other smaller providers. As such, SMART has a unique opportunity to knit together south metro area communities and serve trips among them that are not well-served by either TriMet's network to the north or the state-wide POINT and Amtrak networks. This is a

role no transit provider currently occupies.

This document describes an aspirational network for 2028 that would result in a bigger, more extensive fixed-route network, doubling-down on SMART's role as a regional mobility provider for the south metro area and the north Willamette valley. Fixed route services would more than double, and demand response services would increase as well.

This is a growth plan, though the additional service would be added gradually in response to growth, increased travel demands and funding opportunities. The total increase in annual operating cost for the recommended 2028 network, compared to the 2021 network, would be about \$8 million, and this annual operating cost estimate does not include capital costs such as the purchase of additional vehicles. More information about costs and financial context is given starting on page 87.

Increases in state funding for transit are a major opportunity, and sure to make some of the service expansion described in this Plan possible. A major limitation is currently imposed by the difficulty in purchasing new transit buses, and the difficulty in hiring additional bus drivers. SMART is actively working around and through these two shortages.

## Recent Changes

The past three years have presented major challenges for all transit agencies. Ridership declined at virtually all U.S. transit agencies, and many were forced to make service cuts as a result of either budget cuts or a shortage of drivers.

SMART was able to weather this period with more of its service intact than many other transit agencies.

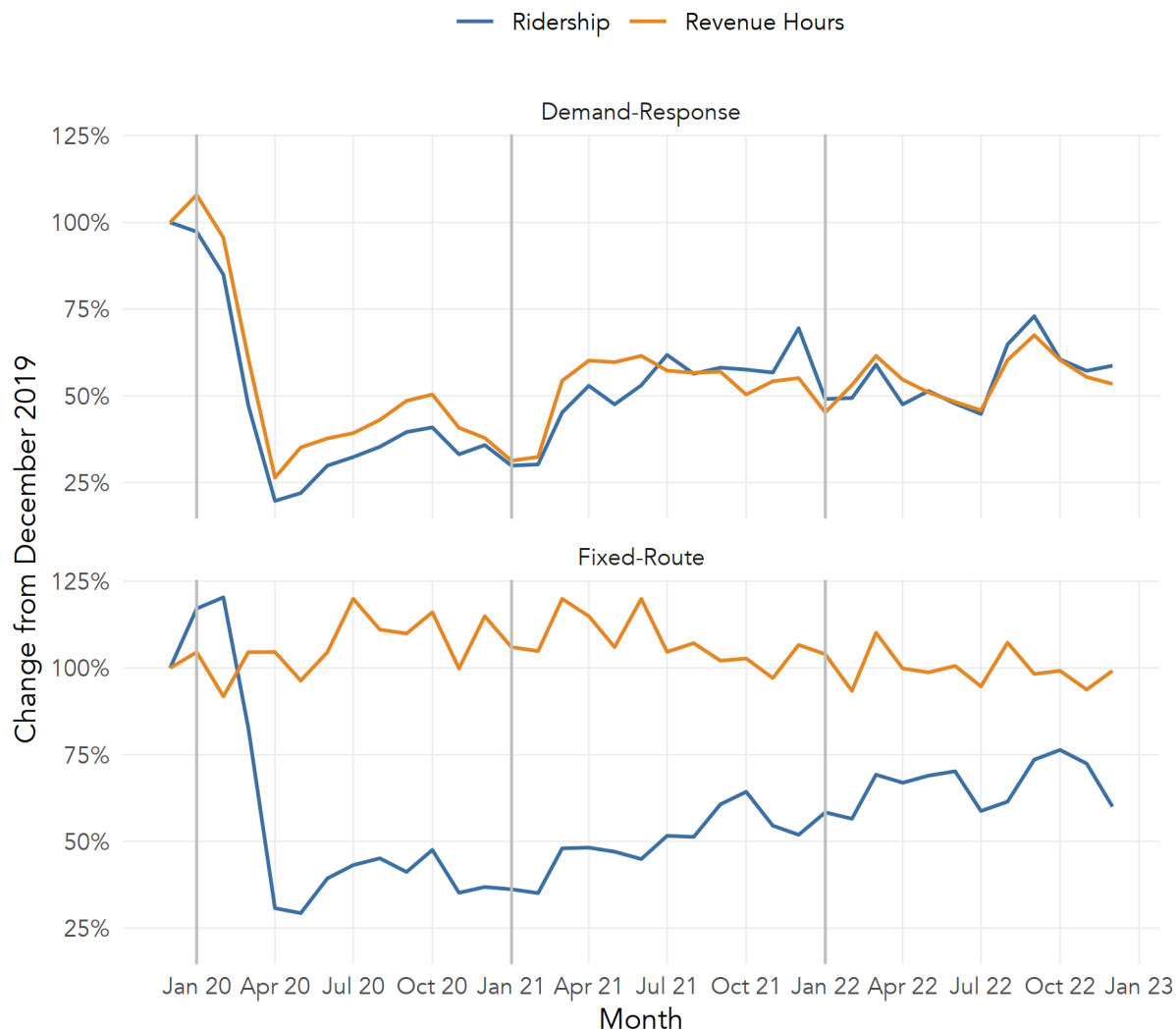
**Figure 1** shows how the amount of service and ridership on SMART services changed from January 2020 to December 2022. While ridership on SMART fell in March 2020, it has been steadily recovering since that time.

The fixed-route service level (at bottom) was held steady from early 2020 through December 2022, though in early 2023 some temporary service cuts were made due to the driver shortage. Because demand-response service is deployed in response to trip requests, the demand-response service level has tracked closely with demand-response ridership, which also fell early in the pandemic and has slowly recovered in the years since.

SMART has not made major changes to services in the past three years. It did limit the use of the demand-response services by non-ADA passengers for certain types of trips, and suspended the medical shuttle between Wilsonville and Legacy Meridian Medical Center.

### SMART Ridership and Service 2019-2022

#### Demand-Response and Fixed-Route Service



**Figure 1: SMART ridership and service levels on fixed-route and demand-response services, 2020 - 2022.**

## Priorities from Public Input

The outreach process for this Plan shaped the recommended service and infrastructure improvements. Chapter 2 describes the public involvement process. Some of the priorities that emerged from public input are:

- **Improve weekend service, especially Sundays.** Both the survey and stakeholder input suggested that SMART should prioritize adding Sunday service, as well as making Saturday service available on more routes. The 2028 Network proposed in this Plan update would do both of these things.
- **Add more early morning and late evening service.**
- **Make better regional connections.** The top response in the community survey for where SMART should focus on improving its services was to bolster connections to neighboring cities. The 2028 Network would improve existing routes to Salem, Canby and Tualatin; and establish new connections to Tigard, West Linn, Oregon City, Clackamas Town Center and Woodburn.
- **Maintaining coverage of city neighborhoods.** Many people who provided input to this Plan expressed that maintaining all existing coverage inside the

City of Wilsonville was a high priority. The 2028 Network slightly increases service coverage within 1/2 mile by adding service along Canyon Creek and in Villebois, getting transit close to more residents and jobs.

## Highlights of this Plan

The core of this Plan is a recommendation to improve SMART's fixed-route network by adding routes to new places and by adding service at new times. Related recommendations are also made for improvements to demand-response service, staffing, infrastructure and amenities.

There are several "big moves" in the 2028 Network that would work together to make the network more useful for a variety of trips:

- **More frequency.** Today, the only route that runs every 30 minutes all weekday long is Route 4 on Wilsonville Rd. The 2028 Network would add an additional all-day 30-minute route connecting the west side Transit Center, east side Town Center, Canyon Creek Road, Tualatin and Tigard.
- **Better regional connections.** In addition to the existing connections to Salem and Canby, the 2028 Network would have the all-day connection to Tigard described above, plus service every 60 minutes to West Linn, Oregon City and Clackamas Town Center all day long, with better frequencies during rush hours. Additional service would be added to Woodburn, Salem and Keizer as well.
- **Improved customer service.** A regional customer service center,

related electronic information and additional personnel will help people living and working in Wilsonville take advantage of improved routes connecting to neighboring cities.

- **New connection points.** Instead of all services connecting only at the existing Transit Center near the WES station, some routes would also connect at a very small hub (consisting simply of nice bus shelters, a bus turnaround and an operator break room) in the Town Center east of I-5. This new, tiny hub would protect some routes and riders from delays associated with congestion around I-5, make Wilsonville Road service more direct, and support redevelopment of the Town Center area.
- **Improved weekend service.** With the 2028 Network, SMART fixed-route and demand-response services would run on Sundays for the first time, and more routes would operate on Saturdays.
- **Low- and no-emissions buses.** As the SMART fleet grows to support added service, low- and no-emissions buses will be added while the flexibility and resilience of the fleet is maintained.

Growing the SMART transit system to the degree foreseen by this Plan update will trigger increases in staffing, maintenance facilities, fleet and other infrastructure, which are described in this Plan.

## Document Guide

The rest of this document is organized into six chapters.

- Chapter 2 provides a summary of public involvement in this Plan and how public input informed the Plan.
- Chapter 3 describes the 2028 Network and outcomes that relate to City goals.
- Chapter 4 describes the role of demand-response in the Plan. Changes to the fixed-route network will trigger additional needs for demand-response service.
- Chapter 5 describes the supporting physical infrastructure and fleet investments that would be needed to meet the goals of the Plan. It also covers some of the operational changes that would accompany the 2028 Network, and the non-transit programs SMART administers.
- Chapter 6 summarizes SMART's current financial forecast and describes the federal, state and local funding sources available for enhancing services and investing in infrastructure.

## **2. Public Involvement**



## Overview

SMART and the consulting team led an inclusive process to engage a diverse group of existing and potential transit users. This included historically underserved communities, seniors, people with disabilities and others who live in Wilsonville, people who travel for work, appointments, shopping, or to visit family and friends.

Outreach activities in 2022 included:

- Consistent, reliable, accessible information with an identified SMART contact person.
- Sharing information on the Let's Talk Wilsonville website.
- A Public Involvement Plan.
- Representative stakeholders individually invited to participate in a variety of ways.
- Special efforts to reach people in senior facilities, apartment complexes, schools, lower income residents & workers, and people who speak predominantly Spanish.
- Emails to an Interested Parties List to keep people informed about project updates.
- Updates to the Planning Commission and City Council.



Figure 2: Wilsonville community members attend an interactive stakeholder workshop in September 2022.

SMART conducted the following community engagement processes:

- **Project website development.** An inviting and accessible page on the Let's Talk Wilsonville website was provided for the SMART Plan update. It gave community members a way to learn about the project, see upcoming events, participate in the survey, and sign up for the Interested Parties List. The project page was published and updated in English and Spanish.
- **Community Survey.** An online survey was launched on August 12, 2022 and was available on the Let's Talk Wilsonville website for one month. A total of 210 responses were collected, 185 in English and 25 in Spanish.
- **Stakeholder Workshop.** Project staff hosted a workshop on September 20, 2022 to walk participants through the service planning decisions being considered in the Plan update. Staff invited around 150 participants by email or phone calls. A total of 18 people joined

the workshop held at the Wilsonville Library.

- **Tabling Events.** During the Summer of 2022 SMART staff attended eight community events to invite participation in the Plan update. They collected feedback by asking people to put dots on a map indicating where they thought SMART service should go. A total of 32 participants put 99 dots on the local and regional maps.
- **Operator Survey.** A survey was offered to SMART operators to ask them what they had been hearing from riders about transit service and what ideas they had that could help the community. A total of 7 operators shared thoughts through the survey.

## Survey Respondent Demographics

The survey was the vehicle through which the majority of participants shared input into the Plan.

In total, 210 people took the survey. The table in this page provides a summary of their demographics. While respondents were not required to complete a set of demographic questions, most did.

Most of the respondents (85%) live or work in Wilsonville, while 21% neither live nor work in Wilsonville but visit the city for other reasons.

The largest response groups by age were people born between 1980 - 1999 (23-42 years old) and 1960 - 1979 (43 - 62), who made up 35% and 32% respectively.

91% of respondents provided their gender. 49% responded "female", 39% responded "male", 2% responded "non-binary" and 1% responded "transgender".

The survey also asked respondents to share their household income. About 76% of respondents answered this question. 21% of respondents reported having an income that was at least twice the federal poverty level (which is \$26,500 for a four-person household).

Not shown in the table at right are responses related to transit use. About 30% of respondents had been regular transit riders over the last year (August 2021 - August 2022). A total of 26% of respondents said they were occasional riders.

Figure 3: Plan survey respondent characteristics

All responses	210	100%
<b>By Connection to Wilsonville</b>		
Resident	113	54%
Worker	66	31%
Business owner	7	3%
Visitor	45	21%
<b>By Age (what decade were you born?)</b>		
Before 1960	39	19%
1960-1979	67	32%
1980-1999	74	35%
2000 and After	16	8%
<b>By Gender</b>		
Female	103	49%
Male	81	39%
Transgender	2	1%
Non-binary	4	2%
<b>By Race/Ethnicity</b>		
People of Color	86	41%
White	117	56%
<b>By Primary Language at home</b>		
English	153	73%
Spanish	27	13%
Other	9	4%
<b>By Income</b>		
Less than \$25,000	44	21%
\$25,000 - \$49,999	35	17%
\$50,000 - \$99,999	32	16%
\$100,000 - \$149,999	20	10%
\$150,000 or more	25	12%



## Survey Results

The survey asked respondents to share their views on a variety of future priorities for the development of SMART's network. These questions addressed topics about where and when service should be available. The survey was administered through the City of Wilsonville's "Let's Talk Wilsonville" online platform.

### What do you think are the highest priorities for the TIMES when new service could be added to the SMART transit network?

This first asked respondents to share how they thought SMART should improve in terms of the days and hours that service is available. Respondents were able to select

from options for more service at midday, during rush hours, later in the evening, or on weekends. Respondents could also select an option for more frequency.

**Figure 4** shows the breakdown of responses to this question. The top three priorities for new service added to the SMART transit network among community survey respondents were "More Saturday or Sunday service", "Longer hours of service each day – earlier morning and later evening", and "Better frequencies".

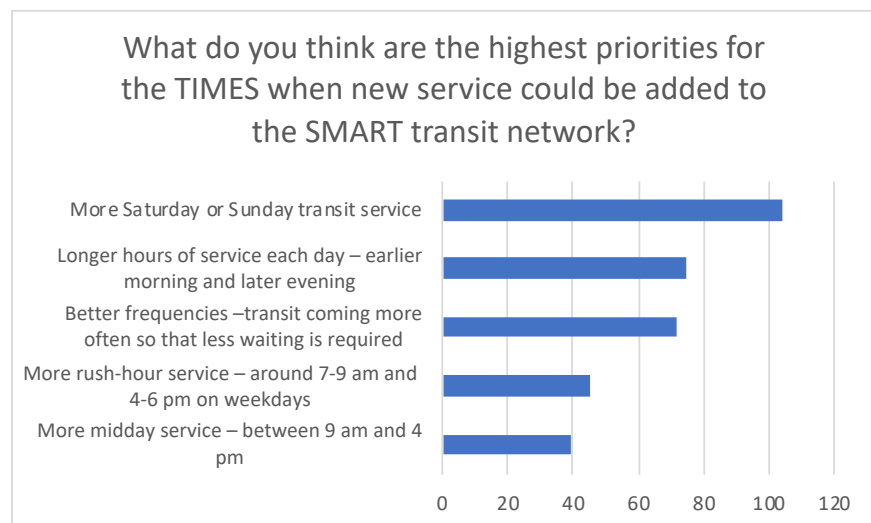


Figure 4: Plan Community Survey - Question 1

### What do you think are the highest priorities for the PLACES where new service could be added to the SMART transit network?

This question was designed to discover whether respondents want SMART to invest in even more service inside Wilsonville, or in improving connections to other communities.

**Figure 5** shows the responses to this question. A majority of respondents asked for more regional service for long trips to other cities, as opposed to short local trips within Wilsonville. The regional connections identified in open-ended comments were: Canby, Tualatin, Downtown Portland, Woodburn, Sherwood, Tigard, and Oregon City.

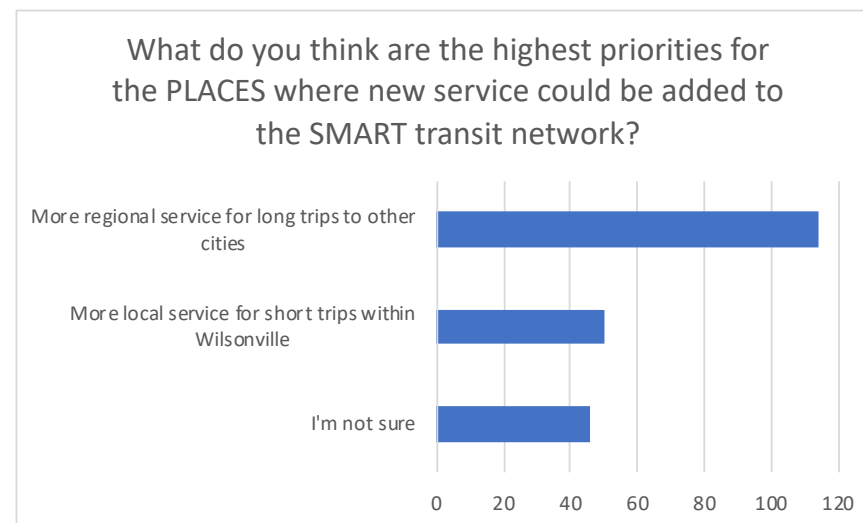


Figure 5: Plan Community Survey - Question 2

### In general, INSIDE Wilsonville, what should SMART prioritize when adding new transit service over the next five years?

The third question asked respondents to share whether they think SMART should prioritize getting service close to more of the city, or invest more in the busy places within the city where people are already using transit.

**Figure 6** shows the responses to question 3. The largest group of people (88 respondents) said it was more important for SMART to add service in new areas than to add more frequent service to areas already served. Sixty-nine respondents said SMART should add service to places where many people are using transit. Both goals were important to this group, but adding new coverage was slightly more important.

### What places inside Wilsonville do you think are most important for SMART to serve?

The last survey question asked respondents to share their priorities for which types of places in Wilsonville SMART should focus on. **Figure 7** shows the responses to question 4. The top four responses, each garnering over 100 responses, were “transit connections to other cities”, “shopping centers”, “places with many jobs”, and “places with many residents”.

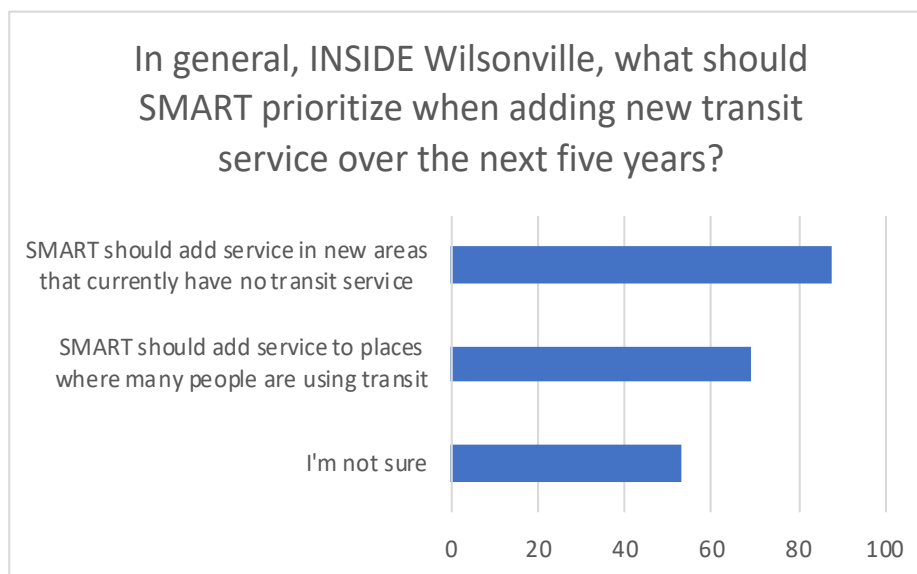


Figure 6: Plan Community Survey - Question 3

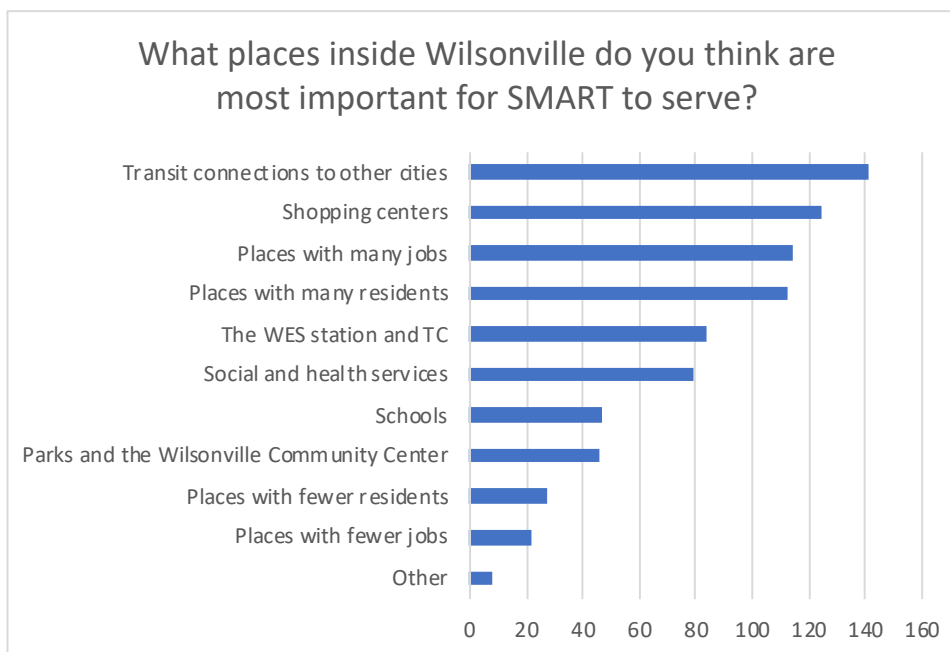


Figure 7: Plan Community Survey - Question 4

## Stakeholder Workshop

In September 2022, SMART held a workshop focused on key questions about how future transit should be planned, both within Wilsonville and around our part of the region. The workshop was held in-person from 4:00 p.m. to 7:00 p.m. at the Wilsonville Library. Staff and consultants reached out to 150 stakeholders by email or phone to recruit them to this workshop. A total of 18 people attended.

The workshop included:

- A fun, interactive transit planning game introducing trade-offs and service considerations in and around Wilsonville
- Live polling about key questions
- A presentation about existing Wilsonville transit services and how they're performing.
- Questions and discussion.

The images on this page show some results of the first activity, a game in which stakeholders worked in groups to design their own transit networks for Wilsonville. SMART staff and consultants assisted participants, and engaged in conversations about what types of trips and services participants hope to see in future SMART improvements.

After the planning game, the group discussed future priorities for SMART using a set of anonymous polling questions.

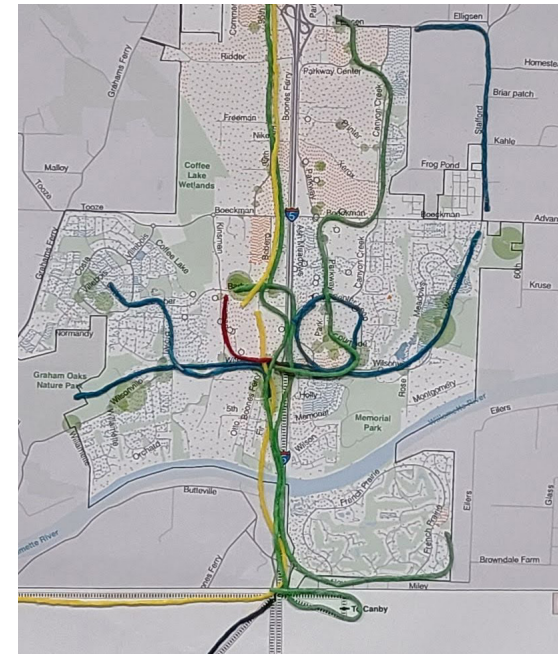
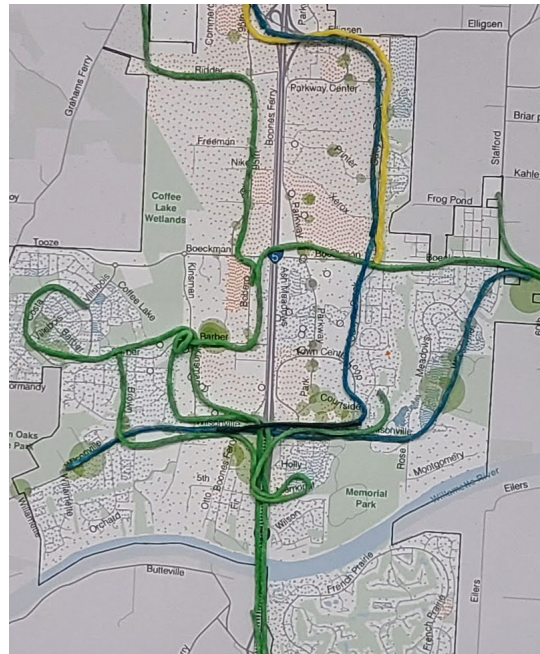


Figure 8: A close-up of two networks designed by participants in the stakeholder workshop. Different colors stand for different frequencies of service. This exercise gave participants a way to discuss and show their desired improvements to SMART service.

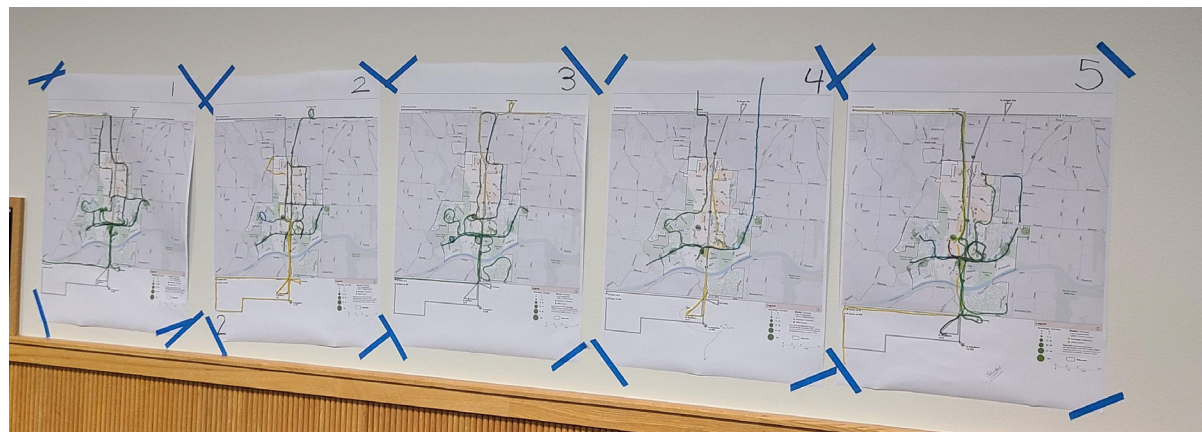


Figure 9: At the end of the exercise, stakeholders were able to compare and contrast the transit networks each group designed for Wilsonville.

Participants were able to respond to questions displayed on a screen using their phones (via text message or a web app).

The images on this page show the results of each of the polling questions asked to the stakeholders.

How important are rush hours?

Today, SMART’s network is very oriented towards rush hour trips, in three senses:

- Routes are designed to focus on the station for the WES train, but WES only operates during weekday rush hours.
- Some routes only operate during rush hours.
- Other routes offer better frequencies at rush hours than at midday.

A majority of stakeholders at the workshop said that rush hours should not be the main priority, but that a little extra service made sense during those periods.

Weekend Service

The next two questions were about weekend service. The first was about the importance of weekends. Stakeholders split evenly on whether weekend service should be improved only with new funding, or whether some service should be taken from weekdays to improve weekends. Nobody said “weekends aren’t very important”.

Figure 10: Stakeholder workshop - Question 1

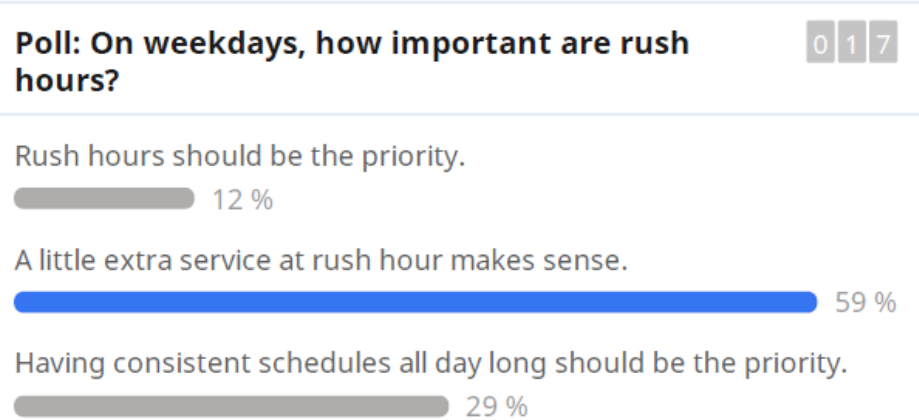


Figure 11: Stakeholder workshop - Question 2

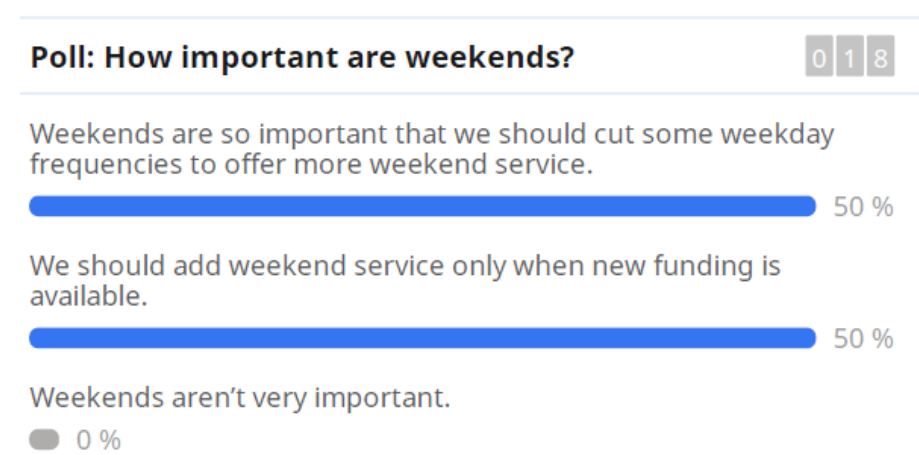
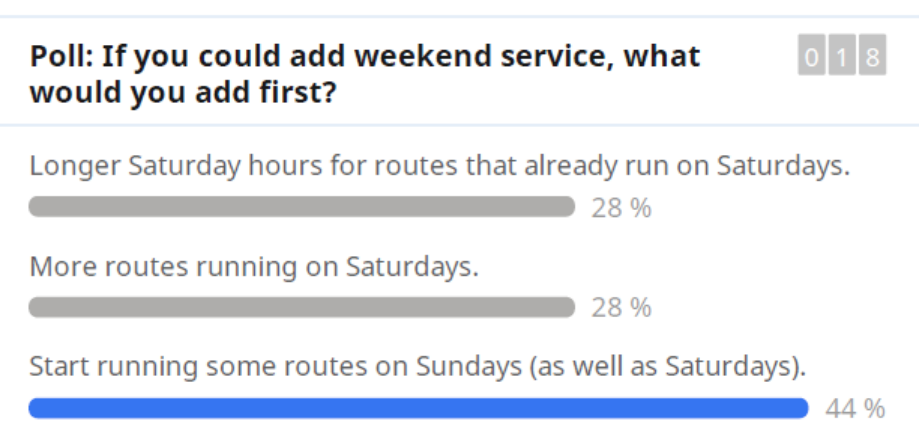


Figure 12: Stakeholder workshop - Question 3





The next question asked more specifically about when on the weekend should be the priority for new service. All three options garnered at least 1/4 of responses, but the top option with 44% was to start running some routes on Sunday (even before adding more service to Saturdays). Currently no SMART service operates on Sunday and adding Sunday fixed-route service would trigger numerous requirements and costs, which were discussed by the group.

### Ridership or coverage?

The final polling question asked stakeholders to weigh the competing goals of attracting high ridership or providing wide (but minimal) service coverage.

Many people want service to run more often, and for more hours of the day and week. High frequency, all-week service is a proven way of increasing ridership, but it requires focusing buses into fewer routes on fewer streets. At the same time, many people want transit service to be available to as many people as possible, on all of the main streets in a city. This requires spreading service out into more routes, which means poorer frequencies and shorter hours of service. With a fixed budget, a transit agency cannot do both things at once: focus service to make it more frequent, and spread it out to cover more places.

A majority of stakeholders said that SMART should balance these goals about

Figure 13: Stakeholder workshop - Question 4

### Poll: How should SMART balance the goals of high ridership and wide coverage?

017

The top priority is to run routes that many people use.

18 %

Use about half of SMART's budget on busy routes, and the other half covering areas that area important even if few people ride.

76 %

Spread service evenly across the entire city, so that every street has a little bit of service on it.

6 %

I'm not sure.

0 %

evenly. Currently, SMART provides extensive coverage within Wilsonville; there are only a few areas that are more than a short walk from service.

Only 6% of the stakeholders said that coverage should be prioritized more, while about 18% said that the top priority should be on running service that are used by many people.

The existing service standard for coverage, cited in SMART's 2020 Title VI policy, is that 85% of the city's residents should be within 1/3 mile walk of a bus stop.

For both the existing 2022 and proposed 2028 SMART networks, only 54% of residents are within a 1/3 mile walk of a bus stop at midday on weekdays, and 59%

during rush hours.

As a coverage standard, "85% within a 1/3 mile walk" is a very hard to meet, especially for a low-density city. With many residents living down cul de sacs or against barriers like the Willamette River and the I-5 freeway, for transit to be within 1/3 mile of so many people, buses would have to go down small neighborhood streets and cul de sacs. Adding this coverage – even if it were desired by those neighborhoods – would require either new funding, or cutting service on high-ridership routes like Wilsonville Road or Salem.

This coverage standard may be changed in the 2023 update to SMART's Title VI policy.

## Tabling Events

SMART staff tabled at eight community events in summer 2022. At these events, people were able to place dots on a pair of maps to indicate which connections they thought SMART should focus on. There was one map focused on Wilsonville for local destinations, and a second map showing a range of regional destinations.

The top regional destinations in this activity were Sherwood, Tualatin, and Canby. The top three local destinations for SMART to serve were Argyle Square Shopping Center, Villebois, and the Town Center Loop area, Memorial Park area, & Old Town Square.

The events where this input was gathered were:

- Wilsonville Farmers Market on Thursday July 14th.
- Rotary Concert in the Park event Thursday July 21st.
- Wilsonville Farmers Market on Thursday August 4th.
- WLWV Family Empowerment Open House on August 17th, 2022.
- Bridging Cultures events on July 30th, 2022 and Saturday August 27th, 2022.
- City of Wilsonville's Community Block Party on August 25th, 2022.

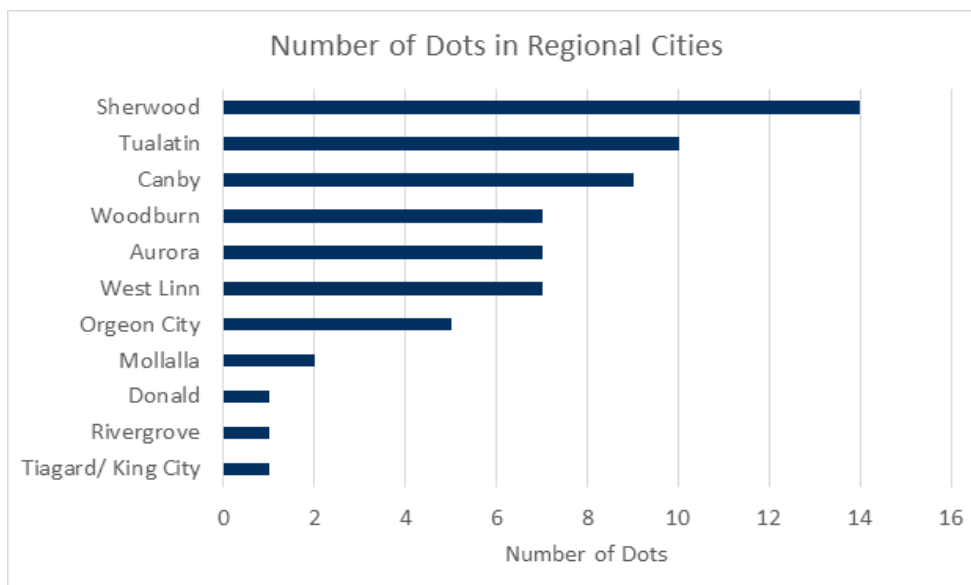


Figure 14: Results of Tabling Dot Exercise - Regional Destinations

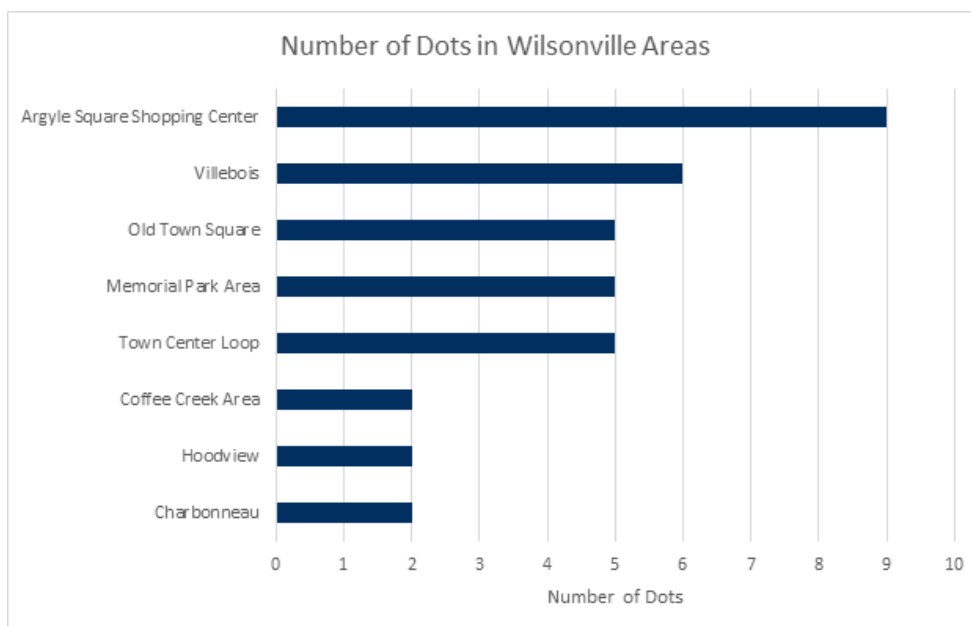


Figure 15: Results of Tabling Dot Exercise - Local Destinations

- Heart of the City's Gear Up 4 School on August 13th, 2022, from 9 a.m. to 12 p.m.

The dot map activity ended with a total of 32 participants and 99 total dots.

## Operator survey results

Seven SMART bus drivers completed a short survey asking similar questions about which destinations the agency should prioritize for future service improvements. Drivers were asked to respond based on what they have heard from riders. They reported having heard from riders that SMART should serve Woodburn, Barbur Transit Center, Clackamas, Oregon City, East Portland and Canby.

## Key Takeways

The Plan outreach process shaped the future network improvements that have been included in the plan. The 2028 Network described in this document is oriented towards these major priorities.

- **Adding weekend service, especially Sundays.** Both the community survey and stakeholder input suggested that SMART should prioritize adding Sunday service, as well as making Saturday service available on more routes. The 2028 Network would do both of these things.
- **Adding early morning and late**

**evening service.** This was the second highest priority, and is reflected in the 2028 Network as earlier starts and later ends to service on existing routes, and long hours of service on proposed new routes.

- **Better regional connections.** The top response in the community survey for **where** SMART should focus on improving its services was to bolster connections to neighboring communities. The 2028 Network enhances services to Salem and Tualatin, establishes new routes to Tigard, Oregon City and Clackamas Town Center, and retains the existing connection to Canby.
  - Sherwood, the most-often requested location from the map-dot exercise, would be reachable via multiple TriMet routes from Tigard, as would Beaverton, downtown Portland and SW Portland.
- **Maintaining coverage.** Survey-respondents and stakeholders expressed that maintaining coverage within Wilsonville was important. The 2028 Network keeps the same number of residents within 1/2 mile of service, while improving slightly the number of lower-income and minority residents near service. The 2028 Network also provides shorter walks to service for residents along Canyon Creek Road and in Villebois.

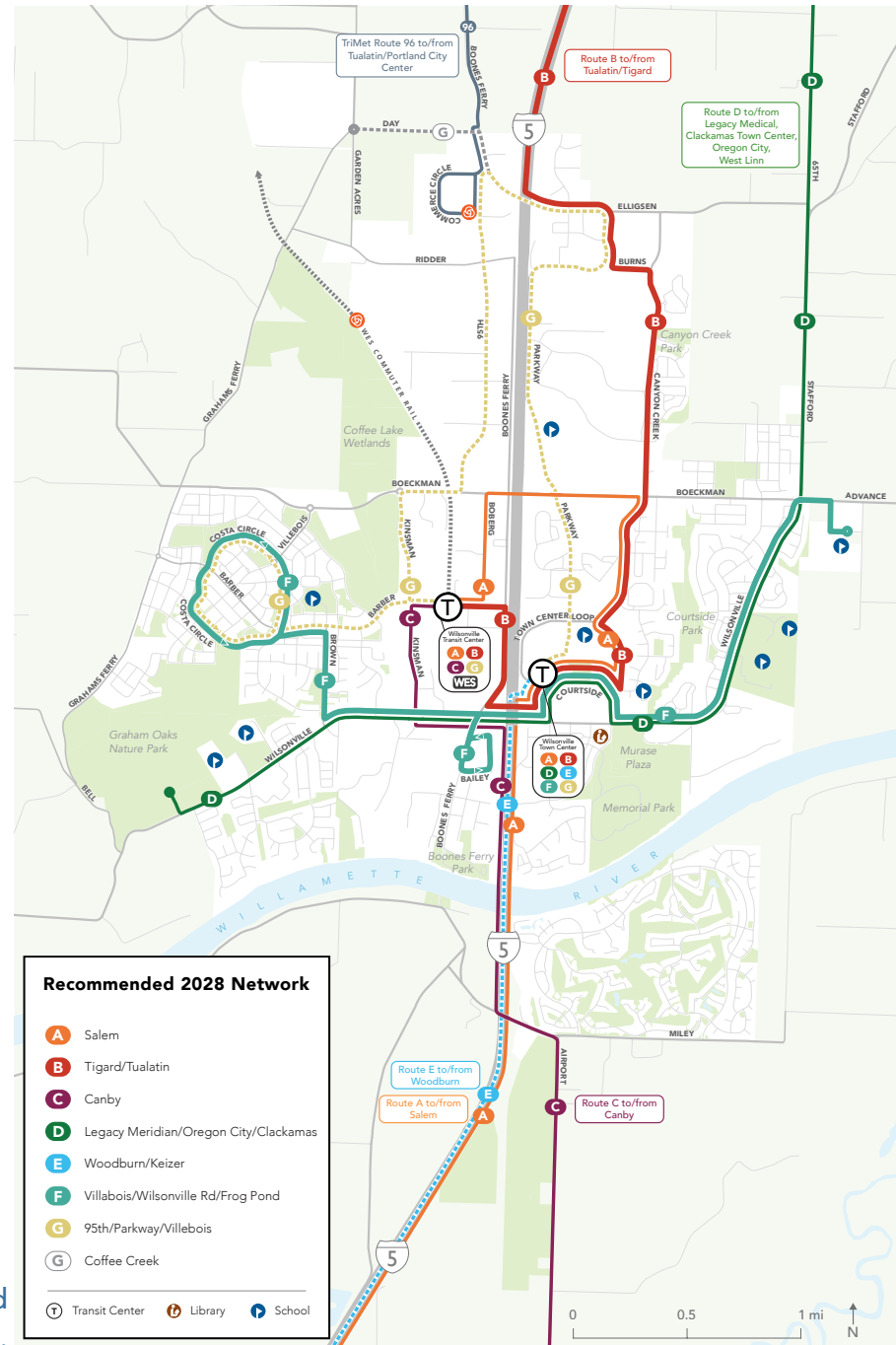
## **3. Fixed-Route Services**



- Additional regional connections.
- Higher frequency for regional and local routes.
- Weekend service, and longer hours of service.

**Figure 16** shows the recommended SMART network for 2028 with each route distinguished by a unique color.

The map on the next page shows the same recommended network, with each route color-coded based on its weekday midday frequency.



The map at right in **Figure 17** shows the same recommended network as on the previous page, but each route is color-coded by how frequently buses would arrive:

- **Dark blue lines** (Routes B and F) would run every 30 minutes all weekday.
- **Light blue lines** (Routes A, C and D) would run every hour all weekday.
- The dashed line (Route G) would only run during rush hour.
- The **yellow line** (Route E) would offer trips every two hours, all day on weekdays.

There are several “big moves” in the 2028 Network that together make it more useful to more people, for more trips:

- **Shorter waits.** Today, the only route that runs every 30 minutes is Route 4 on Wilsonville Rd. The 2028 network would add a new 30 minute service (Route B) that would serve the Wilsonville Transit Center, Wilsonville Town Center, Canyon Creek Rd, and then continue north to Tualatin and Tigard via I-5.
- **Better regional connections.** In addition to the existing connections to Salem and Canby, the 2028 network

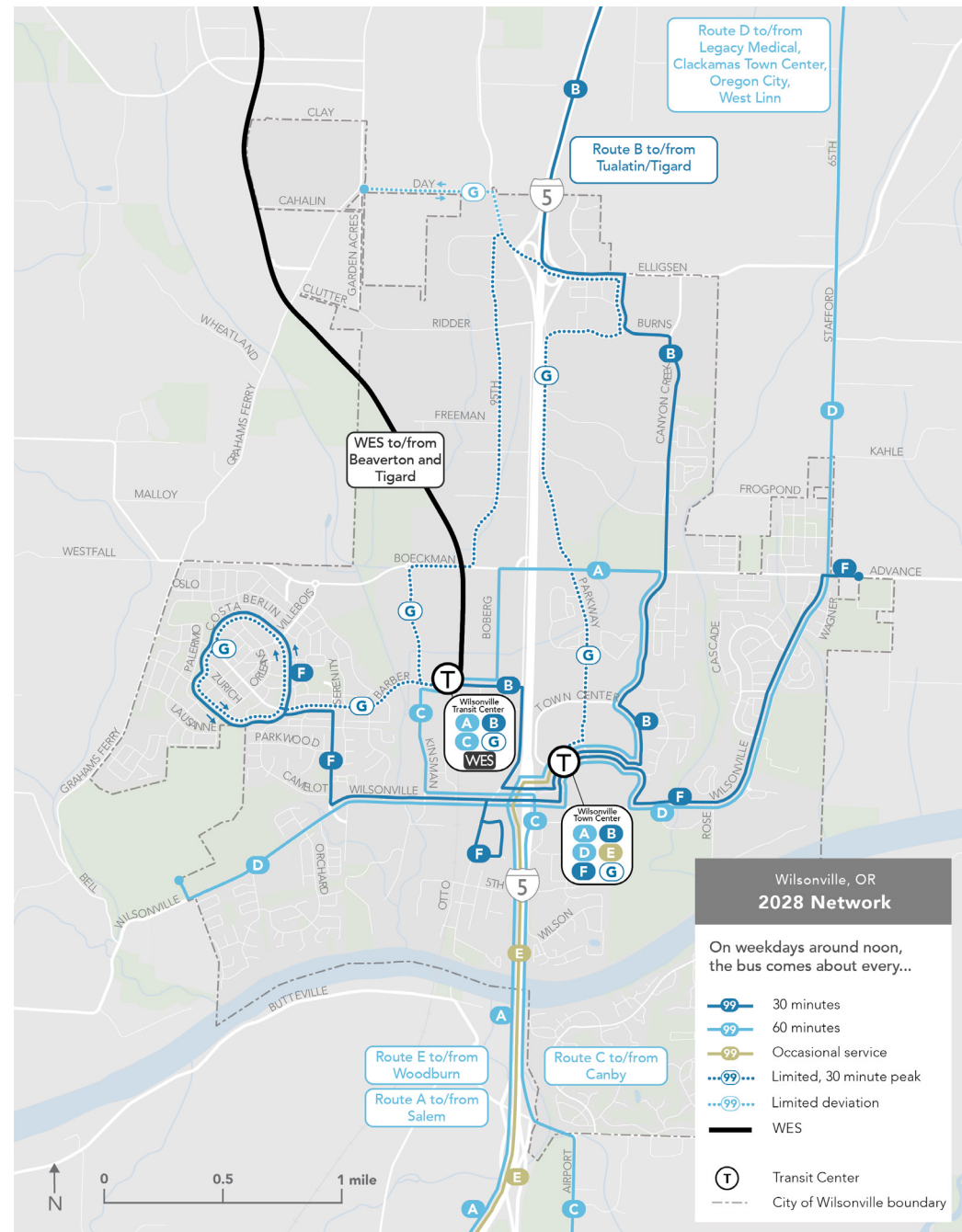


Figure 17: The planned 2028 fixed route transit network, with routes color-coded by midday frequency.

would have service every 30 minutes to Tualatin and Tigard, and every 60 minutes to West Linn, Oregon City and Clackamas Town Center. Many of these places offer transfers to other transit routes going further. For example:

- o Sherwood, Beaverton and Portland can be reached through Tigard;
- o Milwaukie can be reached through Oregon City; and
- o East Portland can be reached through Clackamas Town Center.

• **New connection points.** Instead of all services connecting only at the west side Transit Center / WES station, some routes would connect at the Town Center east of I-5.

• **Improved weekend service.** With the 2028 network, SMART service would run on Sundays for the first time, and more routes would operate on Saturdays.

This network plan is not achievable with SMART’s current resources, and especially not until constraints on the number of bus drivers and the number of transit buses are relieved. It is a ambitious plan, with the maps and tables here showing the end state of a five-year process of network improvement.

# Better Frequencies, Close to More People

With today’s SMART network, the only route that runs every 30 minutes all day long is Route 4, the line serving Wilsonville Road. Most other routes run only every hour, but many have gaps in their schedule during the middle of the day that makes actual waiting times even longer.

Thirty-minute frequency throughout the whole day means that people traveling along Wilsonville Rd have more opportunities to make trips by transit, which makes it more likely that a transit trip will be an option that works for their daily schedule. It is therefore no surprise that Route 4 on Wilsonville Road is

SMART’s most productive route.

**Figure 18** shows the frequency on weekdays for SMART’s 2022 routes, while **Figure 19** shows weekday frequencies for the 2028 Network.

In the 2028 Network, there would be two all-day 30-minute routes for local trips within Wilsonville:

- Route F would be an east-west service, running mostly on Wilsonville Road. Route F would connect Villebois, Fred Meyer, the Town Center and Frog Pond.

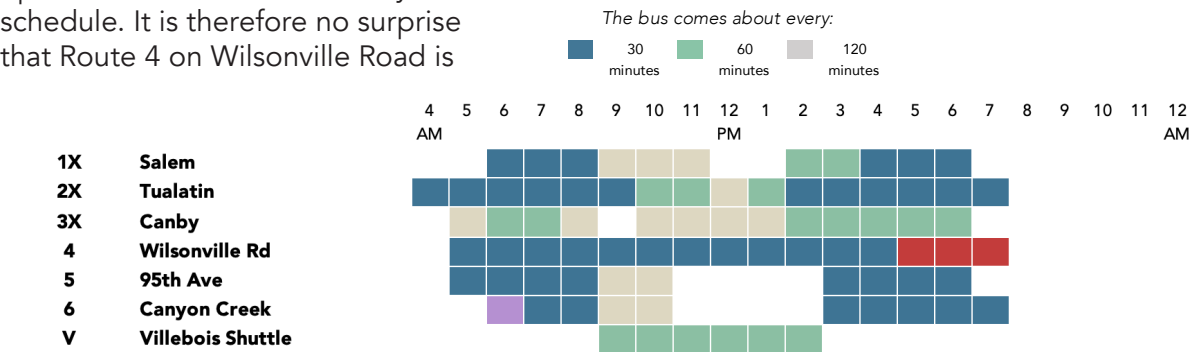


Figure 18: Weekday Frequency by Hour by Route - 2022 SMART Network

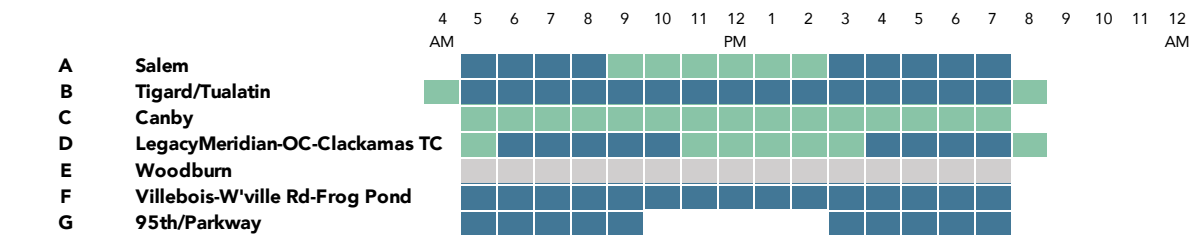


Figure 19: Weekday Frequency by Hour by Route - 2028 Network

- Route B would be a north-south service. It would connect the west side Transit Center / WES station, the Town Center, Canyon Creek Road and Argyle Square. It would then continue north to Tualatin and Tigard.

Most other routes would offer consistent hourly frequencies through the weekday, with extra rush-hour frequency on Routes A (Salem) and D (Legacy Medical-Oregon City-Clackamas).

Two routes would be nearly identical to existing routes:

- Route C, similar to the existing 3X (Canby), would offer a consistent hourly frequency all day, Monday-Saturday.
- Route A, similar to the existing 1X (Salem) would also offer a consistent all-day hourly frequency Monday-Sunday, with extra frequency during weekday rush hours.

The increases in frequency on local and regional routes represented in the 2028 Network would address two important limitations of the existing network.

- First, more routes would run through the entire midday, making them useful for a wider range of trips than rush-hour commutes, especially the commutes of people working service, retail, hospitality or industrial jobs, and the commutes of people going to school or college.

- Second, the better frequencies would make many trips faster by reducing the waiting time required to use service.

SMART provides real-time arrival information about its routes, but frequency still has a big effect on how much time it takes to use transit, especially for local trips.

For example, a person wishing to travel from Villebois to an appointment at Wilsonville Town Center today would use the Villebois Shuttle, which runs every hour during weekday middays. Since they have to be on time for their appointment, they have to take the last bus that will get there early enough to be on time – which will often be painfully early. An hourly bus sometimes makes people arrive 50 minutes early to their destination. If a route offers just one opportunity to travel per hour, then someone will wait an average of half an hour to use it – if not at the bus stop, then at their destination because they were forced to arrive too early.

In this example, in the 2028 Network, Route F would serve Villebois every 30 minutes. The average wait to use it would be just 15 minutes, with two opportunities to depart per hour. Saving people an average of 15 minutes waiting per one-way trip makes a big difference in busy people's days. By focusing on frequency with this Plan, SMART can reduce people's travel times and make its network much more useful to more people.

Note that the frequencies recommended

in this Plan, as shown in the graphic on the previous page, are approximate. There is a value to providing a consistent frequency (for example, a bus that comes at 8:10, 8:40, 9:10, 9:40 and so on) as opposed to an ever-changing schedule (such as 8:10, 8:35, 9:05, 9:45, and so on). The frequencies that recur in memorable patterns are 15-, 20-, 30- and 60-minutes, and they are called "clockface."

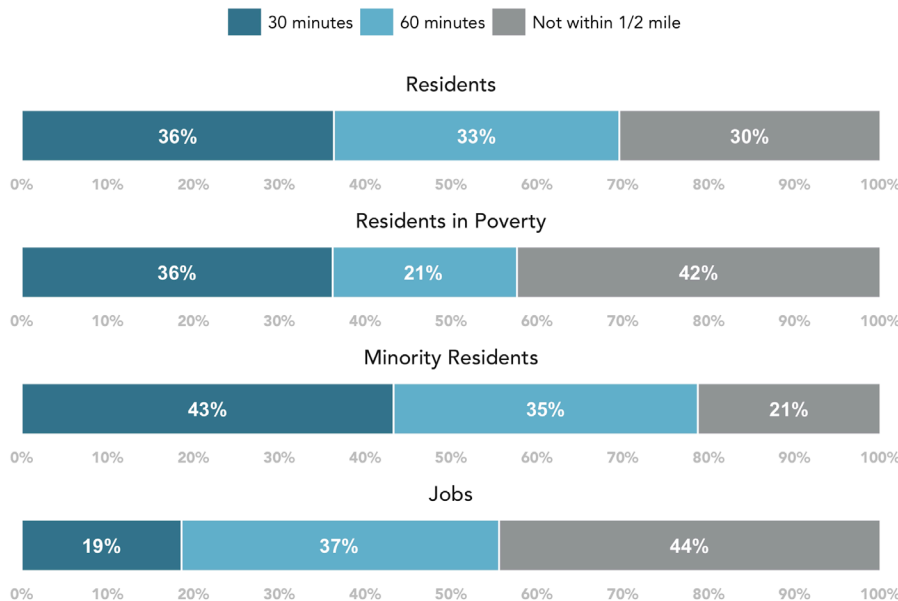
However, in scheduling bus routes, there are also valuable reasons to deviate slightly from a "clockface" frequency. For example, a slight change to timing may allow for a connection to another bus route or train line. Changes to timing are also sometimes necessary to provide drivers with meal breaks, or adapt the schedule to afternoon congestion.

The 2028 Network would put more residents near routes running all day, from early morning to late evening. It would especially put more Wilsonville residents near more frequent service.

Today, only about 36% of Wilsonville residents are within a 1/2-mile walk of Route 4, the only 30 minute service, while about 33% are near a 60-minute service.

SMART 2022 - Weekday at noon

What percentage of the SMART service area is near transit that comes every



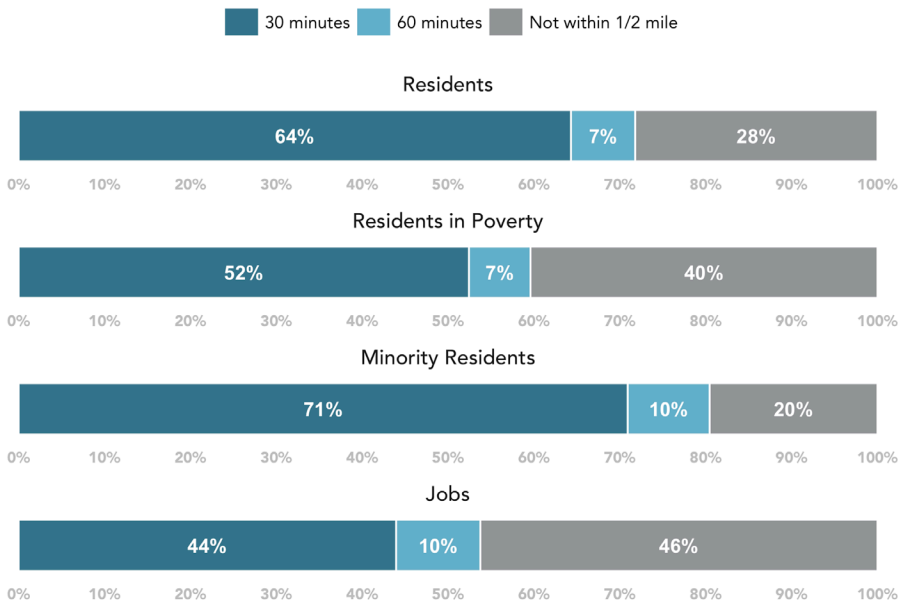
Note: Proximity is measured as being located within 1/2 mile of a bus stop.

Figure 20: Proximity to Transit Service - SMART 2022 Network

With 30-minute service extended to Brown Road, Villebois and Canyon Creek Road, the 2028 Network would put more people near a route coming more often. About 64% of residents would be near a 30-minute route.

SMART 2028 - Weekday at noon

What percentage of the SMART service area is near transit that comes every



Note: Proximity is measured as being located within 1/2 mile of a bus stop.

Figure 21: Proximity to Transit Service - SMART 2028 Network



## Better Regional Connections

One of the priorities expressed by the public in 2022 was improving connections between Wilsonville and other communities. The 2028 Network includes three new routes that will make it easier to travel between Wilsonville and other cities:

- Route B, a new service running every 30 minutes among Wilsonville, Tualatin and Tigard.
- Route D, a new service running every 60 minutes among Wilsonville, Legacy Meridian Medical Center (Tualatin), West Linn, Oregon City and Clackamas Town Center.
- Route E, a new service running every two hours among Wilsonville, Woodburn and Keizer.

These new routes would supplement SMART's existing regional connections to Salem (Route A) and Canby (Route C). The routes to Salem and Canby would both be improved with additional trips for a more consistent frequency throughout the day.

These routes are also designed around the principle that there need not be a categorical separation between "local" and "regional" or "express" routes. Rather, regional routes should enter Wilsonville along paths that get the service close to many residents, jobs and businesses. This

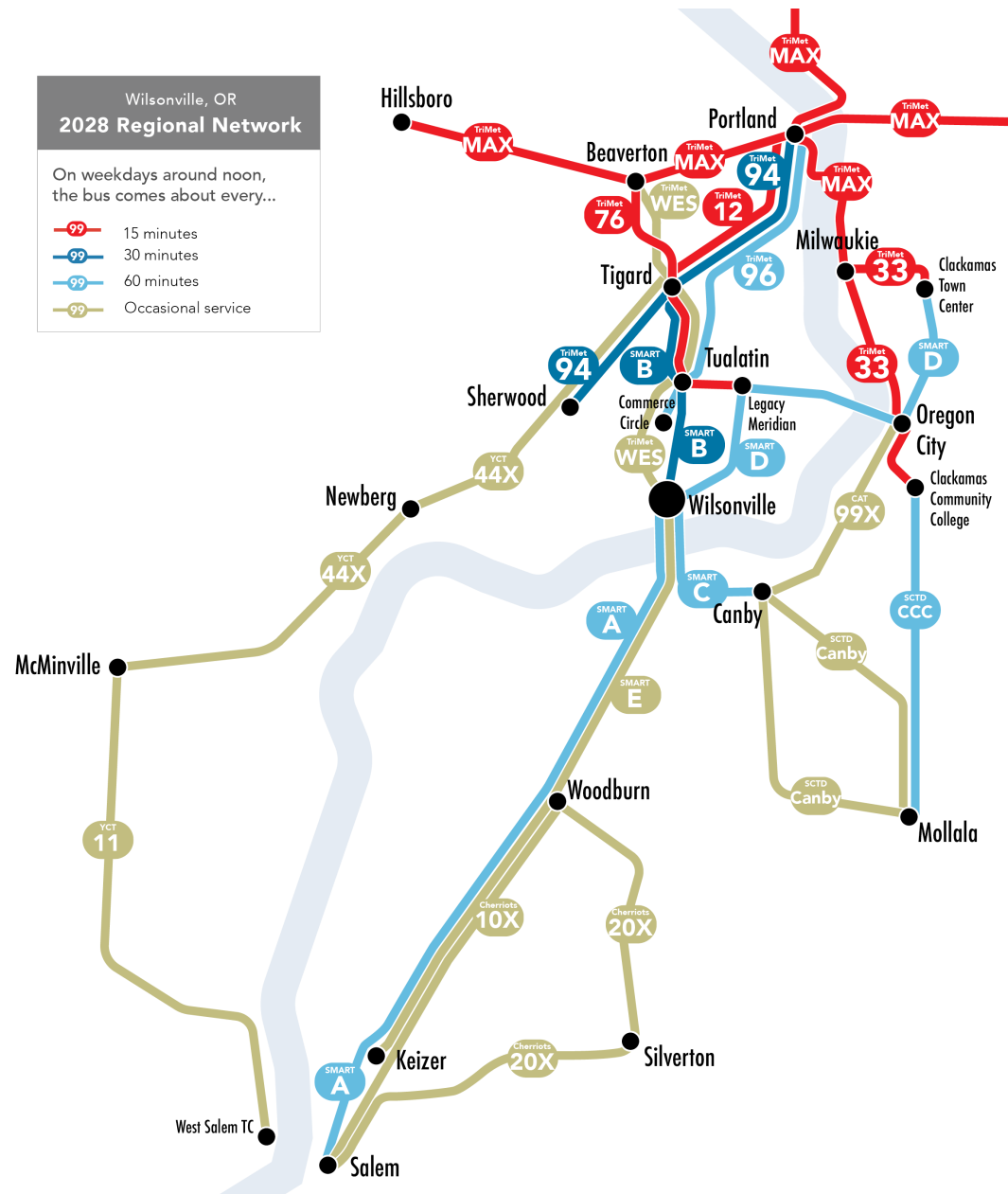


Figure 22: Regional Transit Network Operated by All Transit Agencies, with 2028 Recommended SMART Routes

is reflected in the existing SMART network, on which Route 2X provides both regional service (to Tualatin) and local service (in Wilsonville west of I-5). However Route 2X is the only existing route to combine regional and local service in this way. In the recommended 2028 network, Routes A, B and D would offer at least 1 mile of local stops in addition to regional connections. This will enable more people to use SMART to reach neighboring cities without having to make a transfer in Wilsonville, making SMART more useful for several different types of trips.

First, transit connections for the most common commute patterns would be improved. **Figure 23** charts the south metro area cities by the number of workers traveling between them each day (based on 2018 LEHD data). The largest south metro commuting partners with Wilsonville are Tualatin, Tigard, Woodburn, Canby and Oregon City.

The **yellow highlights** on the table in **Figure 23** show the cities that would be directly connected to Wilsonville by routes in the 2028 network, making it easier for residents and workers to travel between Wilsonville and these other cities during more of the day and week.

Commuting trips only tell part of the story, because people travel for many other reasons. Prior to the pandemic, national research suggested that only 1 in 5 trips by Americans was a trip to work.

In Tualatin, Route B would serve Bridgeport Village and Nyberg Woods. By ending in Tigard, Route B would also connect to many TriMet and Yamhill County bus routes, making it easier to continue trips to Beaverton, Hillsboro, Sherwood, Newberg, or into Portland.

In fact, the trip to Portland would be very similar to the trip available years ago,

via the Barbur Transit Center: Wilsonville residents would ride a SMART bus north and transfer to TriMet's Line 12. By making that connection in Tigard instead of at Barbur TC, SMART can offer many other connections to more lines and places compared to what's available at Barbur TC.

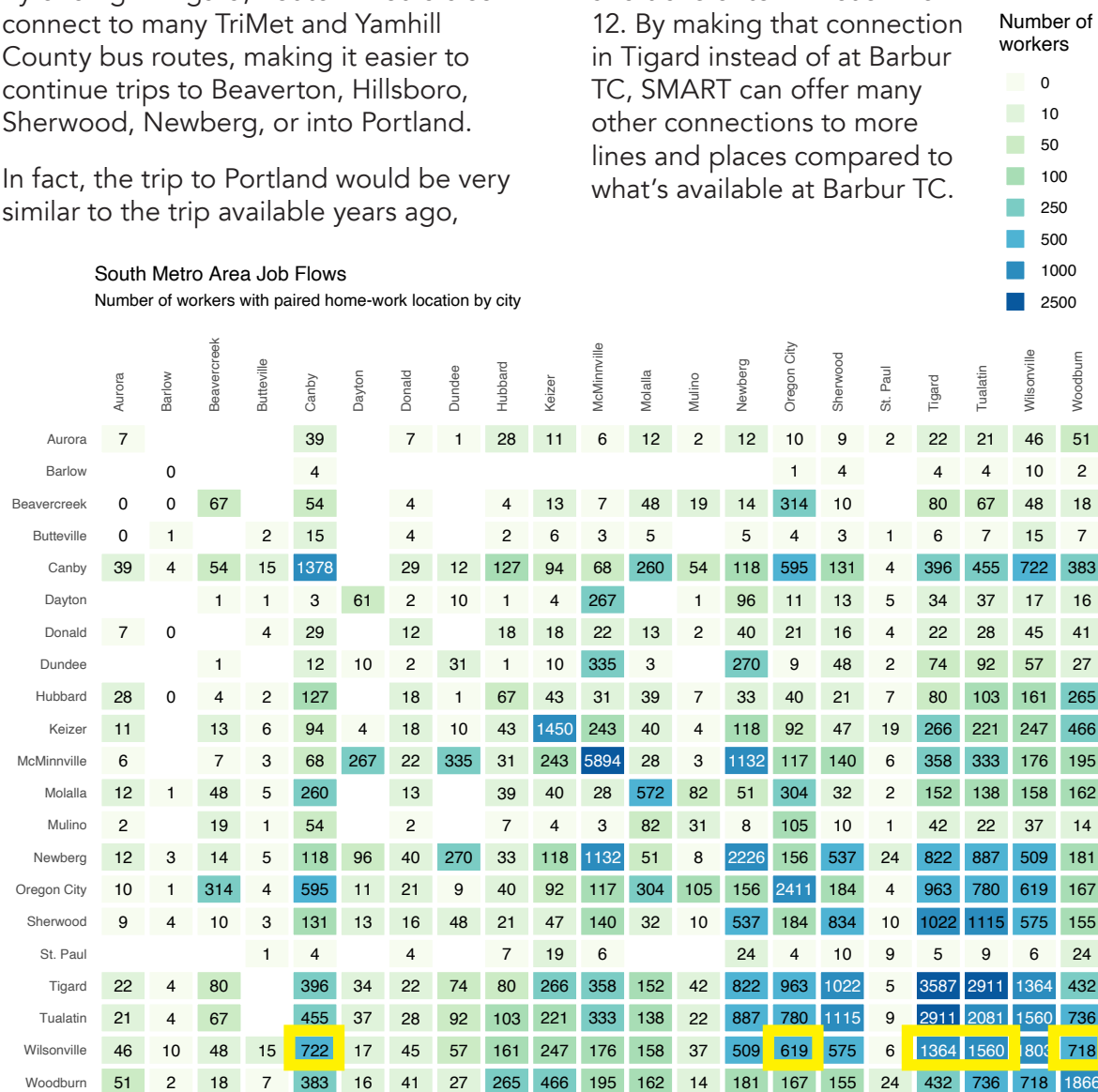


Figure 23: South Metro Area cities by number of workers commuting

Route D would connect to Clackamas Town Center, a major employment and social destination, and also a hub for transit connections to many parts of Portland, Gresham and even (in the future) Sandy.

Rather than proceeding “express” all the way to Clackamas, Route D would stop at busy places on the way especially Legacy Meridian Medical Center, West Linn and Oregon City. While this makes the route slower, it also makes it useful for a larger number of people than an express route between the endpoints would be. With more passengers, it will be easier for SMART to justify the high frequency offered on the route, and the frequency in turn supports higher ridership.

Oregon City is important not only because it’s dense with residents and jobs, but also because as the county seat of Clackamas County, it is the location of important public and medical services. It is also where connections are available to the main Clackamas Community College (CCC) campus. From the envisioned Route D stop in downtown Oregon City, both CCC and the Providence Willamette Falls Medical Center would be reachable with a transfer to TriMet lines.

### Less Reliance on WES for Regional Connectivity

One regional connection that would be de-prioritized in the 2028 Network is the timed connection between SMART bus

routes and WES. All of the recommended routes in the 2028 Network have been presented here with “clockface” frequencies, which are frequencies that people can easily remember because they repeat their pattern from one hour to the next. For example, a 30-minute route would pass someone’s bus stop at 7:07 a.m., 7:37 a.m., 8:07 a.m., and so on.

Clockface frequencies are easy for people to learn and remember. However, they trade-off against other scheduling details that can be valuable, such as scheduling buses to arrive at the right time for connections with other buses (for example in Canby or Salem) or with trains. In the past, when WES ridership was higher, there was an obvious value to timing bus arrivals and departures around WES trains.

However, WES trains are scheduled to come every 45 minutes. If local routes are scheduled to meet WES trains, then they must operate every 15-, 45- or 90- minutes (multiples of 45). But 15- or 90-minute frequencies are often wrong for local Wilsonville routes (unaffordably high or inadequately low), while a 45-minute frequency is not clockface and makes the schedule throughout the day hard to remember.

In addition, ridership on WES has been extremely low for many years, even predating the pandemic.

For these reasons, the frequencies and routes in the 2028 Network have been set

to depend less on WES and operate more as a complete regional and local network. WES is one element of the regional network, but not the overriding priority.

Some route details that result from this decreased emphasis on WES are:

- Route frequencies of 30- or 60- minutes, rather than every 45 minutes.
- The terminating of a few routes (D, E and F) in the proposed east side Town Center facility rather than at the west side Transit Center / WES station.
- No deviation off of Wilsonville Road north to the WES station by the regional Route D or local Route F, making them more linear routes for people not traveling to or from WES.



### Regional Routes Near Residents and Businesses

In public input, regional services were given high priority for SMART’s future network. Today, only a minority of residents live near one of SMART’s services that can take them beyond the Wilsonville city boundary. **Figure 24** shows that about 40% of residents live within a 1/2-mile walk of a regional route.

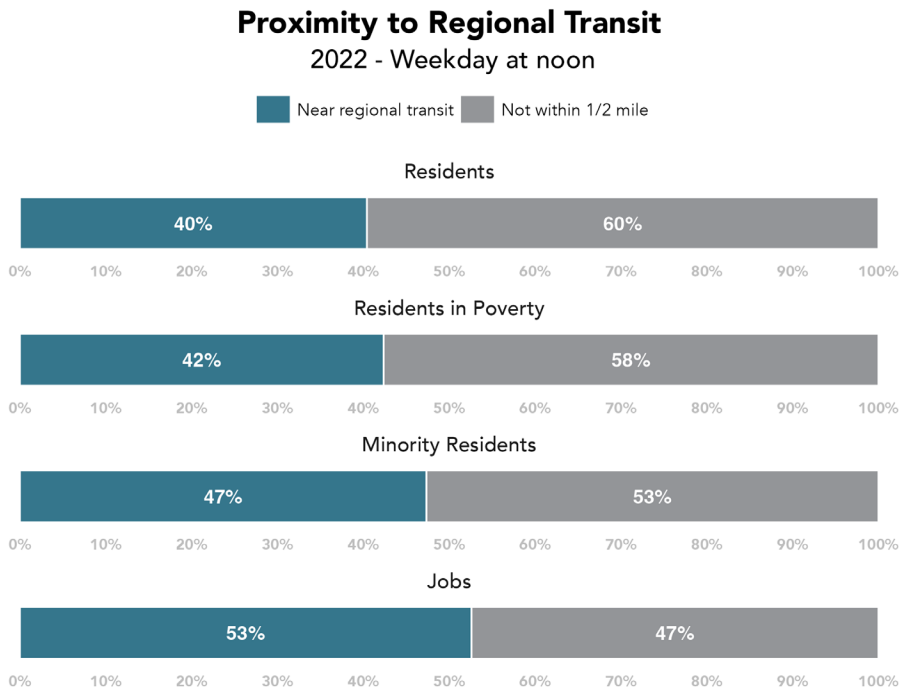
With the 2028 Network, not only would the range of destinations available via SMART regional services increase, but so would

the number of residents living near those routes. As **Figure 25** shows, the percent of Wilsonville residents living near a regional route would increase to 53%. This is mainly a result of the new Routes B and D.

Route D would replace SMART’s temporarily suspended Medical Shuttle with a regular hourly route from Wilsonville to Clackamas Town Center. Within the City, it would run on Stafford Rd and Wilsonville Rd, and would terminate at Graham Oaks Park. That means that a large portion of the River Fox and Mayfield neighborhoods at the west end of Wilsonville Rd would

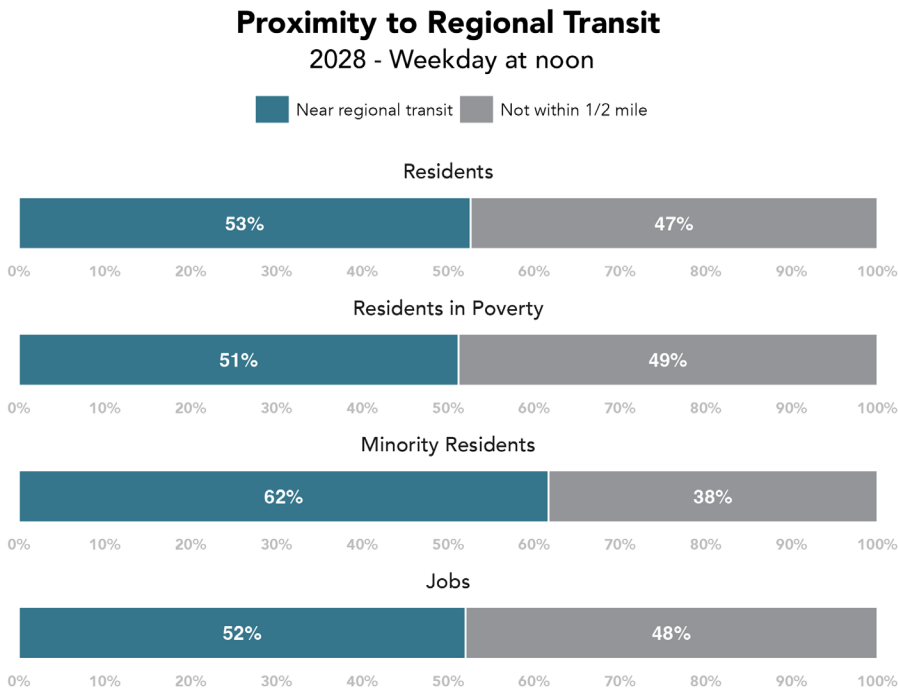
now be within walking distance of a route to Legacy Meridian, West Linn, Oregon City and Clackamas.

Route B would replace the existing 2X, but it would also serve a longer segment of Canyon Creek Rd. Canyon Creek Road has some dense apartment neighborhoods along it, as well as low-density employment campuses. South of Boeckman Road Canyon Creek Road is separated from Wilsonville Road by the creek, making walks for some residents to existing service rather long.



ote: Proximity to a regional route is measured as being located within 1/2 mile of a bus stop along Routes 1x, 2x, 3x, 80x, and M.

Figure 24: Proximity to Transit Service - SMART 2022 Network



ote: Proximity to a regional route is measured as being located within 1/2 mile of a bus stop along Routes A, B, C, D, and E.

Figure 25: Proximity to Transit Service - SMART 2028 Network

Adding service on Canyon Creek Road, and all-day regional service, would put many more residents and jobs in Wilsonville one bus away from Tualatin and Tigard.

## New Transfer Points Inside Wilsonville

In the existing SMART network, most routes come together at the Wilsonville Transit Center on the west side, adjacent to the TriMet WES station. WES connects to Tualatin and Tigard, but since its inception it has only operated during rush hours, and its high cost of operation and low ridership has made it difficult for TriMet to justify longer hours of service. Mixed use development is being added near the Transit Center, but the area surrounding it is foreseen to be fairly low-density industrial and open space for years to come, land uses that don't generate much transportation demand.

On the other hand, Wilsonville Town Center east of I-5 has a combination of retail and service businesses, a community college campus, public services and offices, and nearby apartments. The City of Wilsonville has an ambitious plan to redevelop portions of this area in the future. In this Plan, the Town Center is foreseen as an important node with fairly high demand for transit. Establishing a small transit center there would also help SMART avoid some congestion around I-5, and make some bus

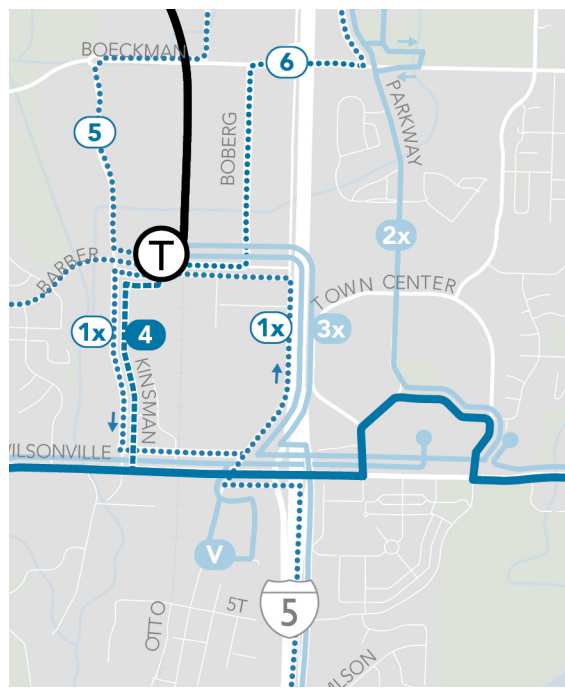


Figure 26: SMART Existing Network - Central Wilsonville

routes more linear and direct by relieving them of the need to deviate north to the west side Transit Center.

**Figure 26 and Figure 27** compare the existing and 2028 networks in the central area of Wilsonville. In the existing network, every route goes to the Wilsonville Transit Center. In the 2028 network, this will work a little differently. Of the two connection points:

- Routes A, B, and G will serve both the west side Transit Center and the east side Town Center. Route B will connect the two centers every 30 minutes.

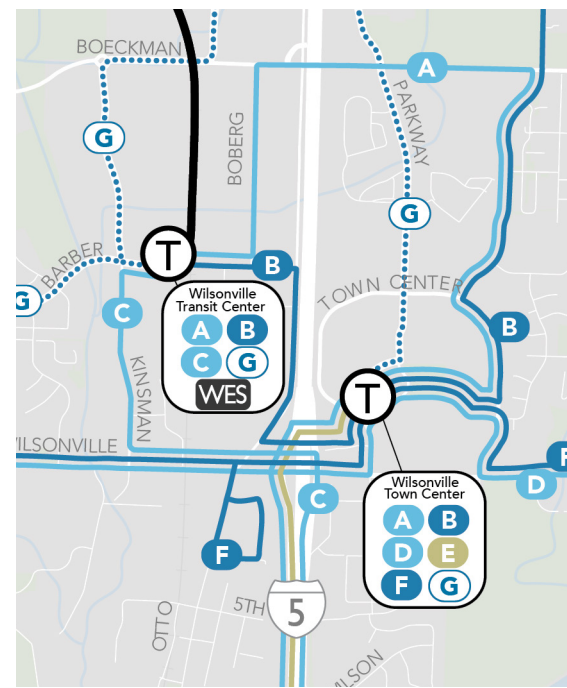


Figure 27: SMART 2028 Network - Central Wilsonville

- Routes D, E and F will only serve the east side Town Center.
- Route C will only serve the west side Transit Center.

Both locations are important as places where riders can transfer between routes, and as places where layover can take place. However, these centers are not the only places where transfers can be made – transfers between most routes will still be possible elsewhere in the city.

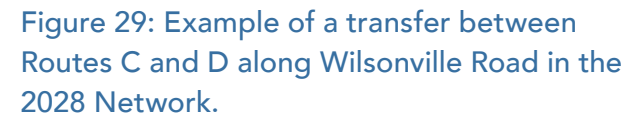
## Transfer to route...

**Figure 28** shows where transfers between pairs of routes could take place.

- Connections between Routes C and D, and between Routes C and F, would happen along Wilsonville Road, at stops at either Boones Ferry Road or Kinsman

Because some routes would pass through the east side Town Center before terminating at the west side Transit Center, more transfers would be possible at the east side location than the west side location. However, depending on scheduling, the timing of transfers might mean that some

The only routes that wouldn't connect easily with another would be Route C (Canby) and Route E (Woodburn/Keizer). However, the towns of Woodburn and Canby are already connected to one another by CAT's Route 99 service on Highway 99E, so there is unlikely to be much demand for this transfer in Wilsonville.



# Better Weekend Service

## Saturday Service

Figure 30 and Figure 31 compare the frequency of each route on Saturdays between the 2022 and proposed 2028 networks.

As of 2022, only three routes were running on Saturdays:

- Route 4 on Wilsonville Road, every 30 minutes with some longer waits at midday.
- Route 2X between Wilsonville and Tualatin, every 30 minutes with some longer waits at midday.
- The Villebois Shuttle, which made just three trips per Saturday.

Demand-response service (“Dial-a-ride”) is currently offered on Saturdays over the same hours as fixed-routes.

Limited weekend service severely limits the usefulness of transit for most people. A person who works on weekends can’t chose transit if it is barely there or not there at all on Saturdays.

With the 2028 network, the amount of service available on Saturdays would increase dramatically. All of the regional routes would run on Saturdays, making it possible to travel among Wilsonville

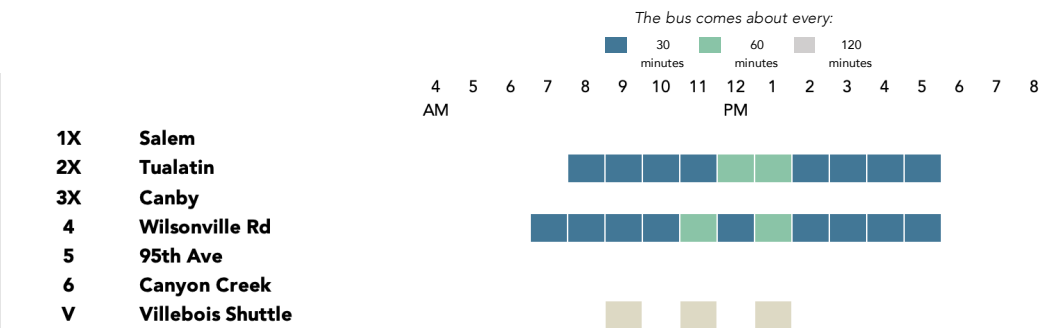


Figure 30: Saturday Frequency by Hour by Route - Existing SMART Network

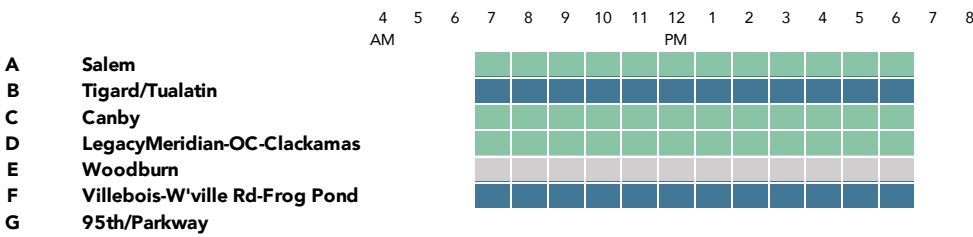


Figure 31: Saturday Frequency by Hour by Route - 2028 Network

and Salem, Tualatin, Tigard, Canby and Woodburn 6 days of the week. Except for Route E to Woodburn, all of these routes would run at least every hour, with the Tigard/Tualatin and Wilsonville Rd routes running every 30 minutes.

The only parts of Wilsonville that would not have Saturday service with the 2028 network are those served by Route G at rush hour only; these are also mainly employment and industrial areas, and service designed for them is particularly adapted for a 9-5 commute.

## Sunday Service

Today, no SMART routes run on Sundays. That means that transit is not an option for

people in Wilsonville who need to travel on Sundays, and once someone purchases a car to solve their Sunday transportation problem they are likely to use it for the rest of their week.

The 2028 Network establishes a basic level of SMART service on Sundays. This service level would actually exceed what is currently provided on Saturdays by the existing network. The Sunday network would be:

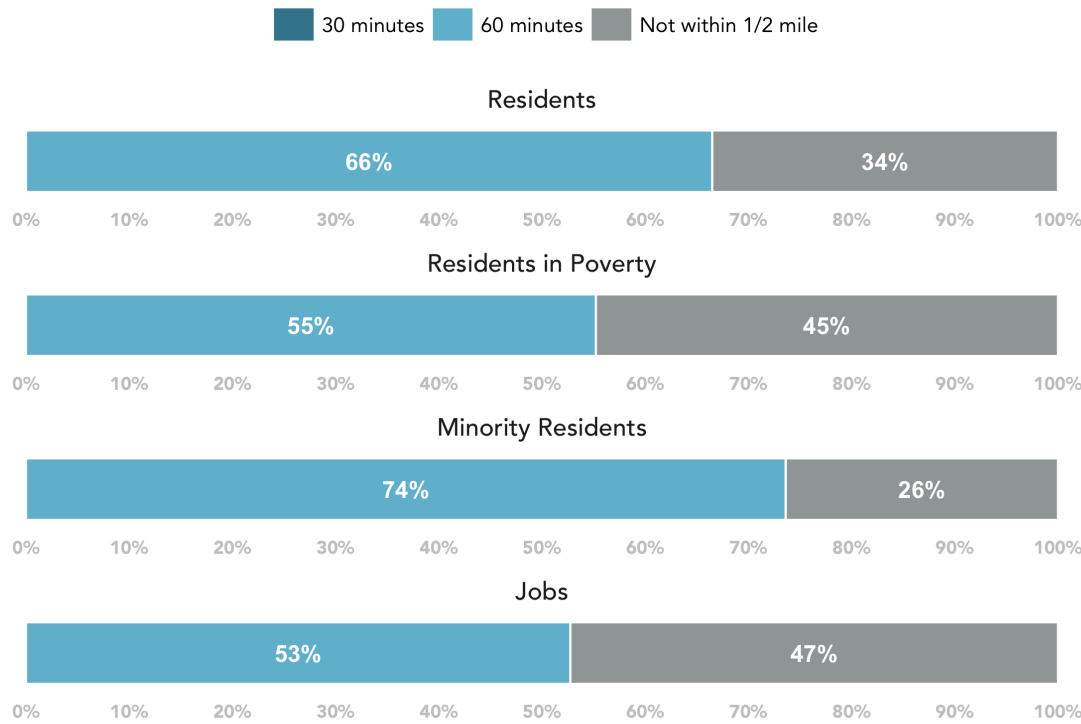
- Route F - Wilsonville Rd would run every 60 minutes.
- Route A - Salem would run every 60 minutes.
- Route B - Tigard / Tualatin would run

every 60 minutes.

With this structure, the most productive local and regional services (based on recent and historical ridership) would be available every day of the week. That means that a person who wants to travel from a home along the east end of Wilsonville Rd to Fred Meyer could do that by transit every day. Similarly, a person who lives along Canyon Creek Rd and works at Bridgeport Village could easily make that trip by transit every day with Route B. A resident of Tigard who wants to work at a Wilsonville business could accept a weekend shift.

**Figure 32** shows how many residents in Wilsonville would be near transit with the 2028 Network’s Sunday service. A majority (66%) of all residents would be within a 1/2 -mile walk of a route running all seven days of the week.

**SMART 2028 - Sunday at noon**  
What percentage of the SMART service area is near transit that comes every



Note: Proximity is measured as being located within 1/2 mile of a bus stop.

**Figure 32: Wilsonville residents and jobs near SMART service on Sundays in the 2028 Network**



## Recommended Routes

This section describes each route in the 2028 Network in detail. **Note that stop locations shown are approximate. Actual stop locations will be proposed during service change processes in the future.**

### Route A - Salem

Route A is the 2028 Network's new version of SMART's existing Route 1X between Wilsonville and Salem. This would be maintained similar to today's route, but with added trips during the midday.

The main change would be how the route circulates through Wilsonville. Today, coming from Salem, Route 1X gets off I-5 at the Wilsonville Rd exit and makes a one-way loop of Boones Ferry Rd and Kinsman to reach the Wilsonville Transit Center. This is an industrial area, so almost no Wilsonville residents actually live near the 1X. Most people wishing to use it will need to reach the west side Transit Center first, which adds to their journey time.

In the 2028 Network, the new Route A would instead travel east from the I-5 through the Town Center, and then along Canyon Creek, Boeckman and Boberg to end at the west side TC. This would offer a bus to Salem within a 10 minute walk of about 4,600 residents. Today's Route 1X service to Salem is walking distance from only about 400 Wilsonville residents.

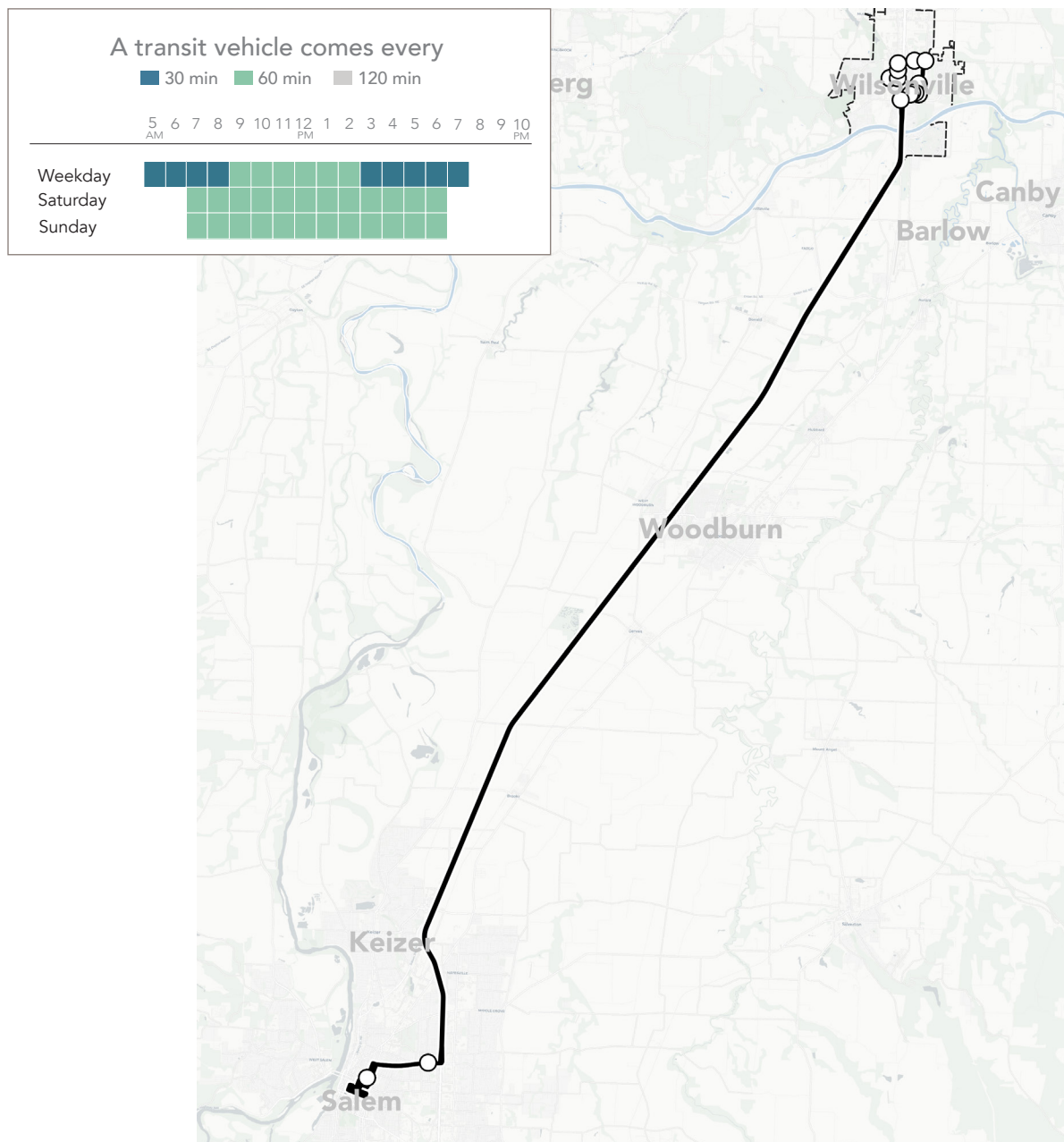


Figure 33: 2028 Network - Route A

## Route B - Tigard/Tualatin

Route B replaces SMART's current 2X service to Tualatin, with a route that continues north to Tigard.

Running every 30 minutes, Route B effectively plugs SMART into one of the most important connection points in the metro area's west side network, the Tigard Transit Center. Today, Tigard can be reached using WES during weekday rush hours only, or with an additional transfer between SMART's 2X and TriMet routes in Tualatin.

Tigard is already served by routes running every 15 minutes that continue to Downtown Portland and Beaverton, as well as other routes to most parts of the west side of the metro area and Yamhill County. TriMet plans for increases to service from these places to Tigard in future years.

**By bringing people to (or from) Tigard, SMART can connect Wilsonville to numerous places that are also connected to Tigard - such as Beaverton, Washington Square Mall, Sherwood, Tualatin and Portland.**

During public involvement, some people requested a direct route between Wilsonville and Sherwood. It is currently quite difficult to get between the two cities by transit.

However, as shown in the table on page 144, Sherwood is not a major source of work commute travel demand to or

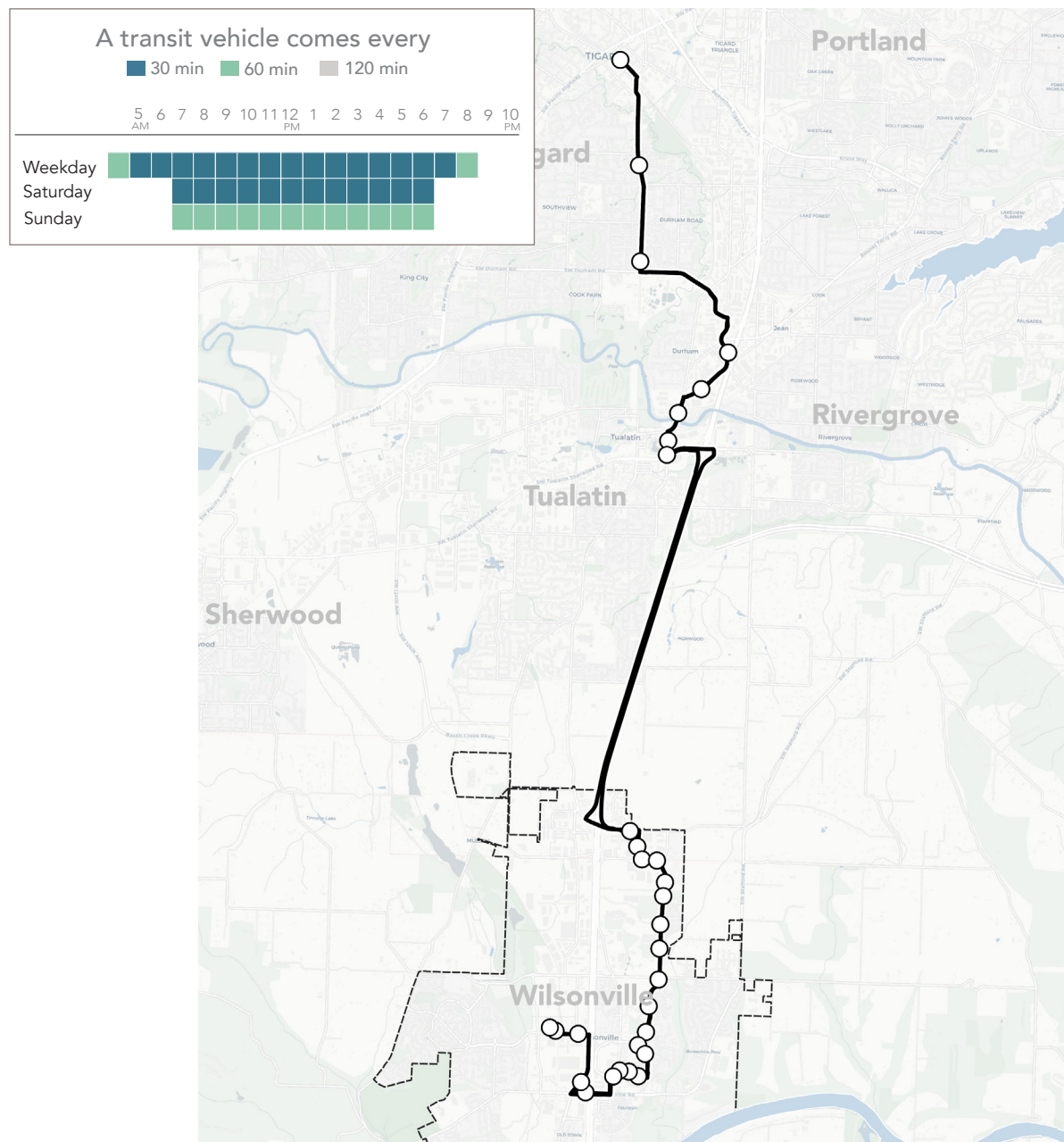


Figure 34: 2028 Network - Route B

from Wilsonville. The area between the two cities lacks urban development, so a bus route between them would not get much use except at its ends. Without much demand between the cities or along the route between them, the frequency SMART could justify offering on such a route would surely be low.

Rather than provide a very infrequent route for Sherwood-Wilsonville trips, this Plan offers a better frequency to Tigard where connections are available to Sherwood. This will give people more opportunities each day to make the trip (and on more days of the week), compared to what would be possible on a route connecting only the two cities and no other destinations.

In the future, as both cities grow and especially if urban development occurs on the roads between them, a direct route connecting them would become easier to justify at a decent frequency.

The existing SMART Route 2X ends at the Tualatin Park & Ride near Bridgeport Village, missing an important activity center near the Nyberg Road I-5 exit. There are two major grocery stores, retailers and apartments located in this development area, known as Nyberg Rivers. Route B would get off I-5 at Nyberg (rather than at the Lower Boones Ferry Rd exit as 2X does today), and then use Nyberg, Martinazzi, Boones Ferry and Lower Boones Ferry to reach Bridgeport Village.

Instead of ending at Tualatin Park & Ride. Route B would then continue north to Tigard via 72nd, Durham Rd and Hall Blvd.

Route B would not make all local (TriMet) stops in Tualatin and Tigard, instead making widely-spaced stops in order to avoid competing with TriMet services for any trips that are not leaving the TriMet service area. Since this is TriMet's service territory, the details of this arrangement will need to be worked out with TriMet.

The bus stop locations shown on the map of Route B on the previous page are not to be taken as precise, intended to demonstrate approximate stop spacing rather than proposals for specific stop locations.

In addition, procedures or improvements to make at-grade railroad crossings in Tualatin safe would need to be in place for this service to operate.



## Route C - Canby

The 2028 Network's Route C is the new version of the existing Route 3X between Wilsonville and Canby. This route would change very little from the existing design. The only change to routing compared to the existing 3X is that Route C would use Airport Rd rather than Highway 551 between Charbonneau and the Aurora State Airport.

The most meaningful improvement to Route C compared to the existing 3X is that it would operate more frequently throughout the day. Route C would run every 60 minutes all day long; today's 3X runs about this often during the morning and afternoon, but with long gaps in the middle of the day that make waiting times longer and connections to CAT's 99X service difficult. Hourly service would also be offered on Saturdays.

Connections would be available in downtown Canby to CAT's 99X route going south and north on Highway 99E, to Salem in the south and Oregon City in the north.

Route 3X buses are affected by unpredictable delays and regular congestion on I-5 across the Willamette River. ODOT and Wilsonville have studied improvements to the I-5 bridge, and rulemaking for bus use on shoulders is underway. In the future, SMART could consider using the Canby Ferry or applying to use the shoulders of I-5 in order to improve reliability and shorten transit travel times on this route.

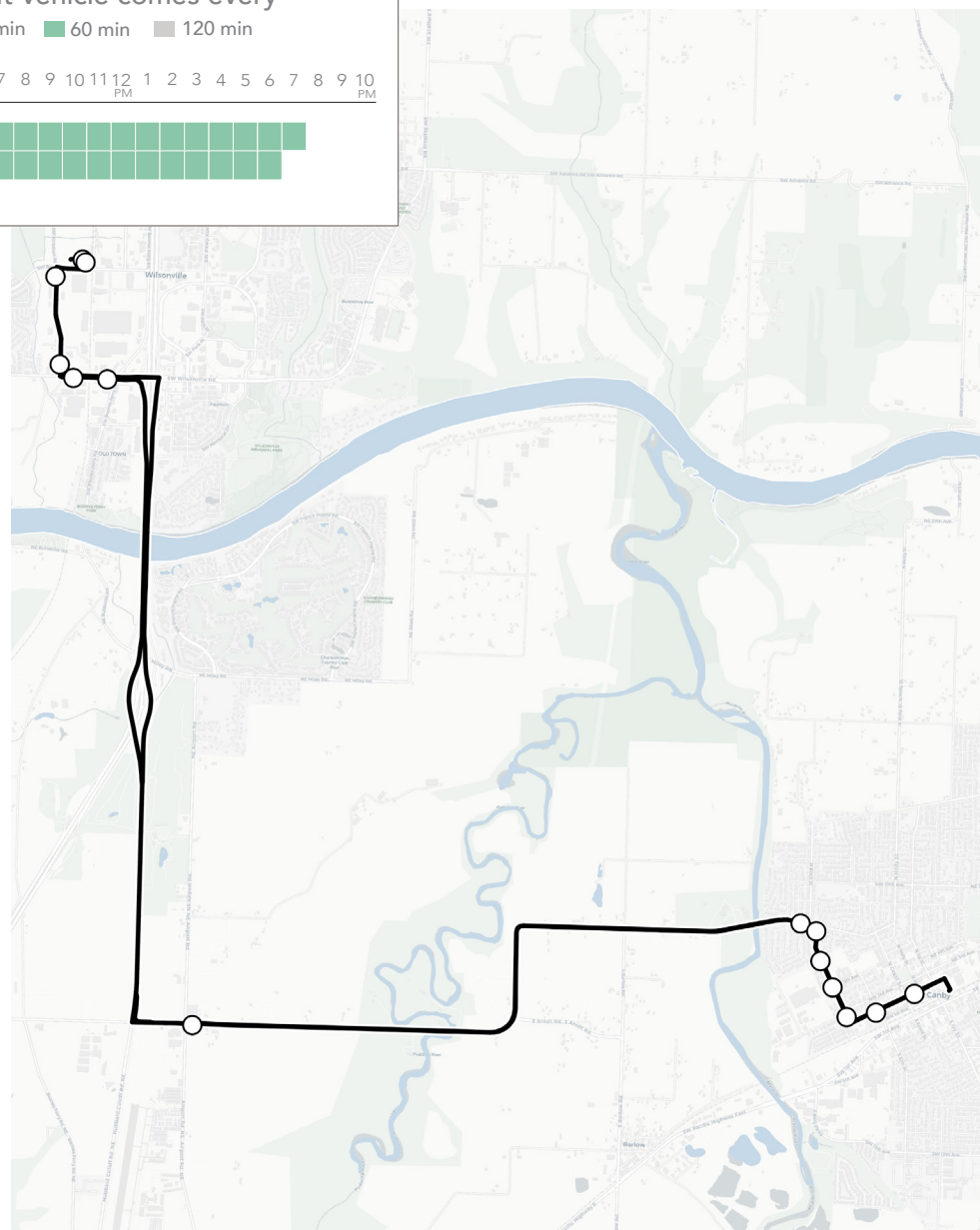
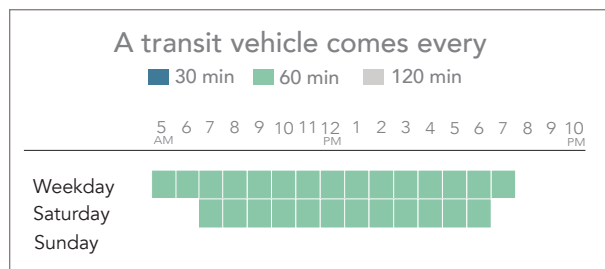


Figure 35: 2028 Network - Route C

## Route D - Legacy Meridian/ Oregon City/Clackamas

Route D is an important new regional connection for SMART that fills a gap in connectivity in the south metro area. Today, trips across the Willamette River are not possible without either going through Downtown Portland or Canby. Traveling through Downtown Portland involves copious out-of-direction miles, and while traveling through Canby is more direct the route frequencies mean a fairly long wait is required to transfer in Canby.

Route D would establish a new service from Wilsonville to Clackamas Town Center (TC) using I-205, stopping along the way in West Linn and Oregon City. It would operate at least once per hour, all day long, weekdays and Saturdays, with some additional frequency during rush hours. It would take advantage of SMART's ability to run buses on the shoulders of I-205 to get around congestion.

Connections to TriMet services would be available at Legacy Meridian, Oregon City Transit Center, and Clackamas TC. Connections to shuttles operated by RideConnection would be available at Legacy Meridian as well. Sandy Area Metro plans to serve Clackamas TC in the future.

Route D would enter Wilsonville via Stafford Rd in the east, and use Wilsonville Rd to reach its western terminus at Graham Oaks. (Example trips involving Route D are shown starting on page 47.)

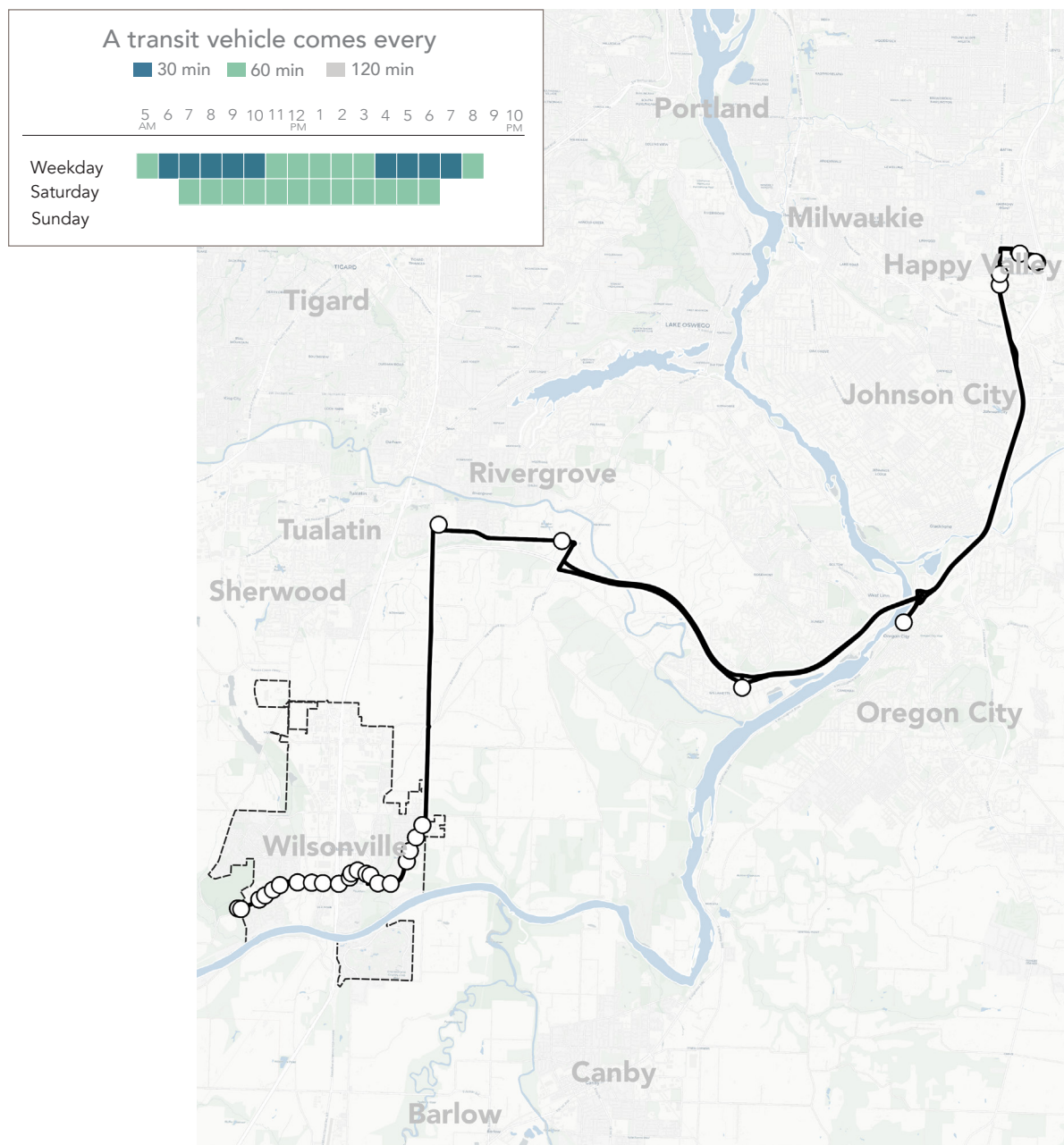


Figure 36: 2028 Network - Route D

Route E - Woodburn/Keizer

As of 2018, Woodburn was comparable to Canby in terms of the number of people commuting between Woodburn and Wilsonville (per the table on page 28). And yet, as of 2023 reaching Woodburn by transit is quite difficult. While it is possible via a connection to CAT's 99E route, this route deposits riders on the east edge of the city, and misses both the downtown core and the outlet mall to the west of I-5.

The 2028 Network would establish a connection between Wilsonville and the eastern side of Woodburn with Route E. Route E would run from Wilsonville to Keizer (benefiting from any potential bus priority treatments on I-5, like Route C).

It would stop at the Memorial Transit Center in Woodburn just east of I-5. Connections to Woodburn's local bus route are available at the transit center, to help riders continue on to the developments west of I-5 (some are a 15-20 minute walk away, and some are farther) or to downtown Woodburn and other parts of the city to east of the transit center.

Route E would be operated as a shared service with Cherriots's Route 80x. However, at the frequency shown above (every two hours) the route would cycle efficiently with one bus, which means that SMART could operate it independently, or could skip some trips when the Cherriots vehicle is scheduled to make the trip.

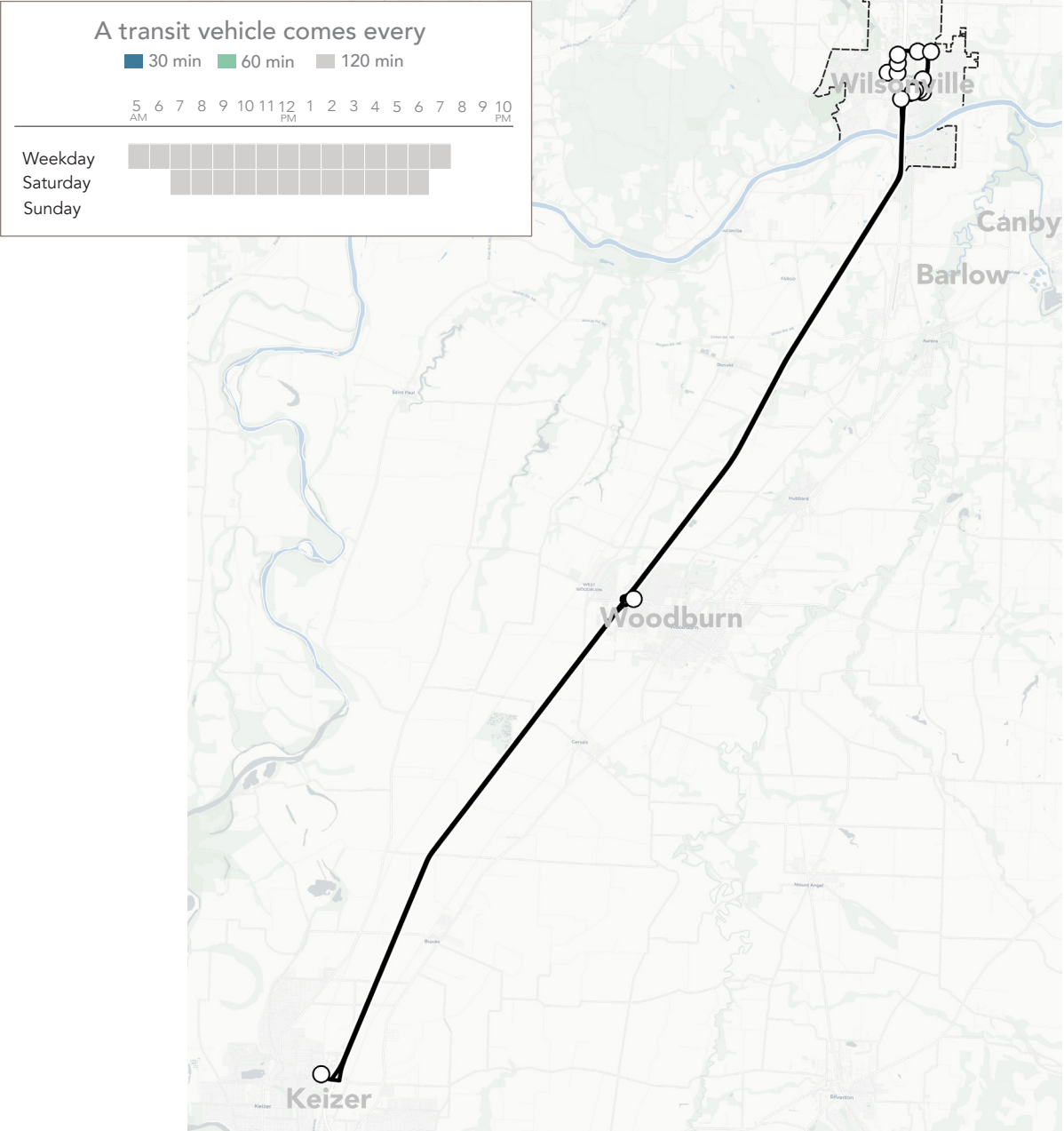


Figure 37: 2028 Network - Route E



## Route F - Villebois/Wilsonville Rd/ Frog Pond

Route F has some similarities to the existing Route 4 and the existing Villebois Shuttle, also known as Route V.

Like Route 4, Route F would serve a long section of Wilsonville Road, which is SMART's busiest corridor due to its concentration of shopping, commercial buildings, apartment housing and multiple schools.

Route F would connect Villebois, Brown Road, the Fred Meyer, the eastern Town Center, and new residential development in Frog Pond. It would be more direct than the existing Route 4 due to the elimination of the deviation north to the west side Transit Center / WES station. (Most of the areas connected to the WES station by the existing Route 4 would, in the 2028 network, be connected by other routes, allowing Routes D and F to be more linear.) Route F would be longer, and much more frequent, than the existing Villebois Shuttle which offers quite minimal frequencies in the existing network.

Meanwhile, residents on Wilsonville Road west of Brown Road who are *not* on this new Route F would instead be on the new regional Route D, enjoying a more linear route along Wilsonville Road and a one-seat-ride to Legacy Meridian Medical Center, West Linn, Oregon City and Clackamas TC.

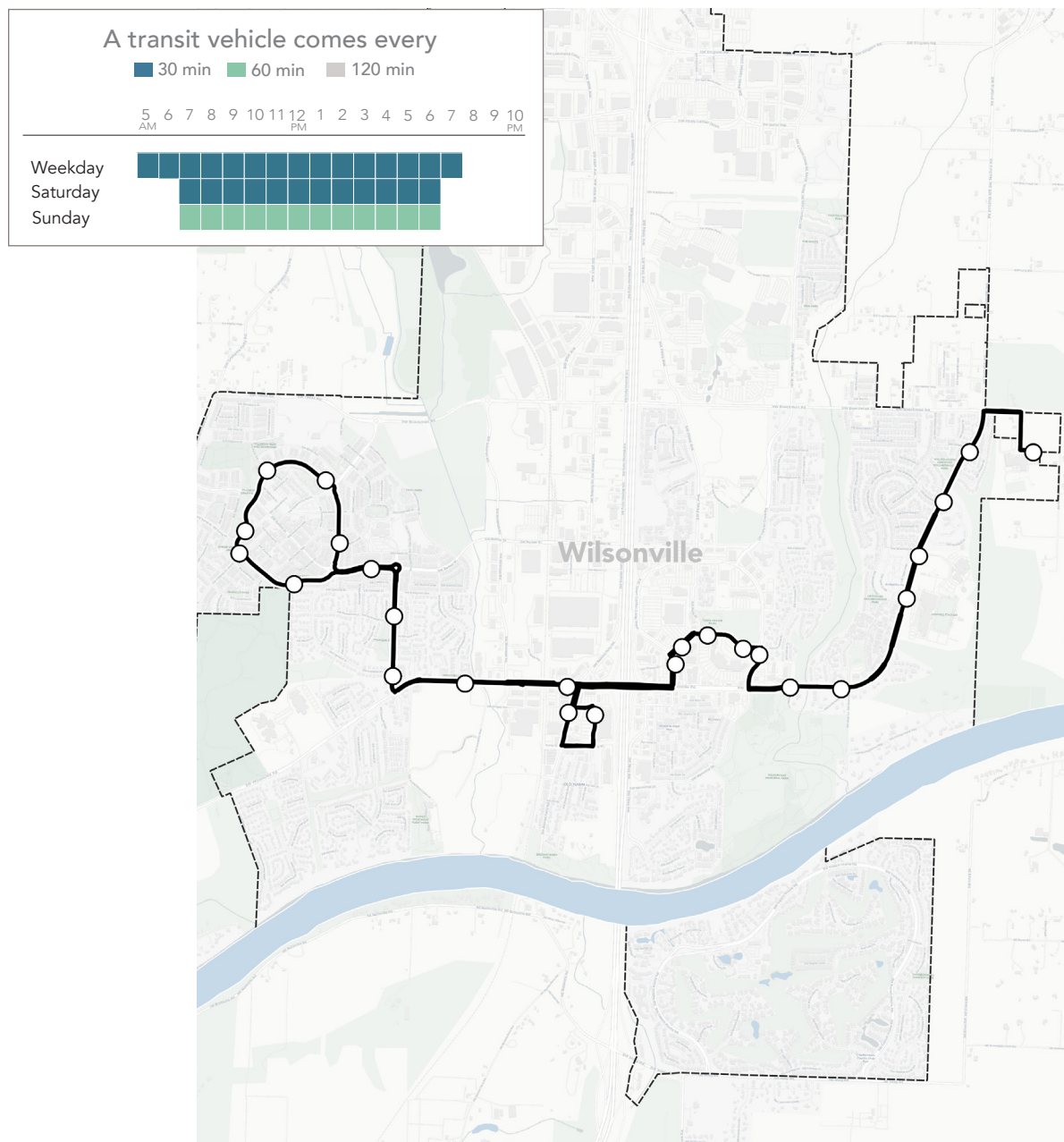


Figure 38: 2028 Network - Route F

## Route G - Parkway/95th St./ Villebois

Route G is designed to serve employment areas east and west of I-5 in the northern portions of Wilsonville and connect them to the west side Transit Center / WES station and the east side Town Center.

Today, the areas Route G would serve are on Routes 5 and 6, both of which run only during rush hours (while WES is operating). Route G would maintain a similar schedule, operating only during the morning and afternoon rush hours on weekdays, but with a consistent 30-minute frequency.

Route G differs from SMART's existing 6 and 5 in that it is designed to serve a wider variety of trip purposes, and make it easier to access jobs in the industrial areas of Wilsonville from more places. Unlike the existing routes, Route G's east end is at the Town Center, where it would connect to many other regional routes besides WES, and be within walking distance to nearby residents.

In the west, Route G would end in Villebois, and act as the rush-hour service connecting Villebois to WES. However, because Villebois is fairly close to the WES station (about 1.1 miles from the center), and the biking and walking conditions are very good, an alternative plan could be to instead send this "tail" of Route G down Brown Road to the western end of Wilsonville Road instead, where residents are 1/2 mile farther and a more difficult

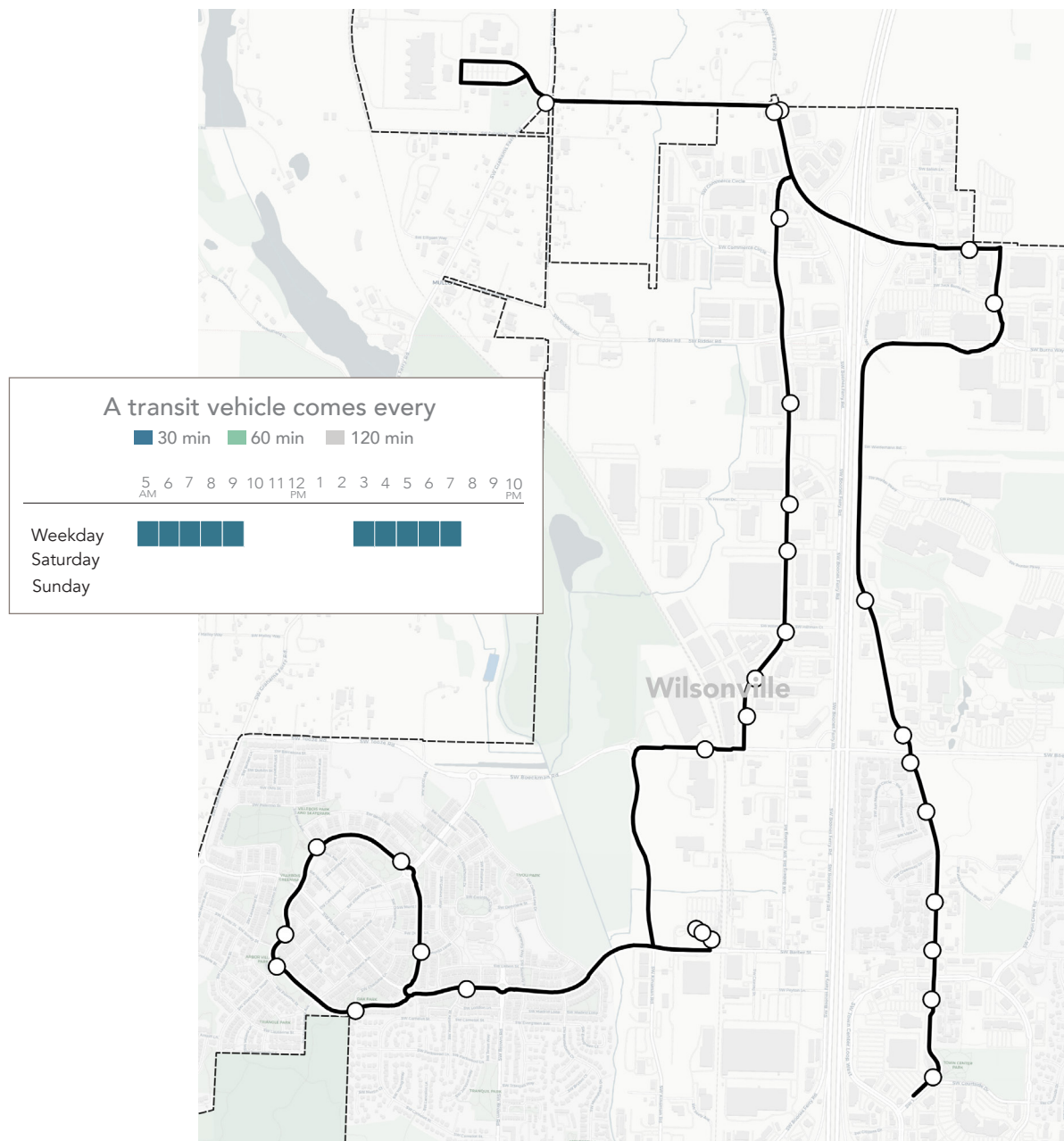


Figure 39: 2028 Network - Route G

bike ride away from the WES station.

To the north, Route G would serve Commerce Circle in both directions. Existing Route 5 serves Commerce Circle only southbound, so people coming from the south have to ride around in a big loop along Ridder, Grahams Ferry and Day Streets in order to reach their Commerce Circle destination. Offering direct service to Commerce Circle, without that loop, would make the service simpler and easier to understand.

Route G would stop at the Coffee Creek Correctional Facility when requested in advance, and consistently on the first trips of the morning when inmates are released and need transit to return home. By making that stop request-only for most of the day, SMART would avoid hauling passengers a long distance out of their way to pick up or drop off no one, while still providing an essential connection when it is needed.

But stop locations shown on the map of Route G on the previous page (and Route F on page 41) are approximate. Actual stop locations will be proposed during a future service change process.

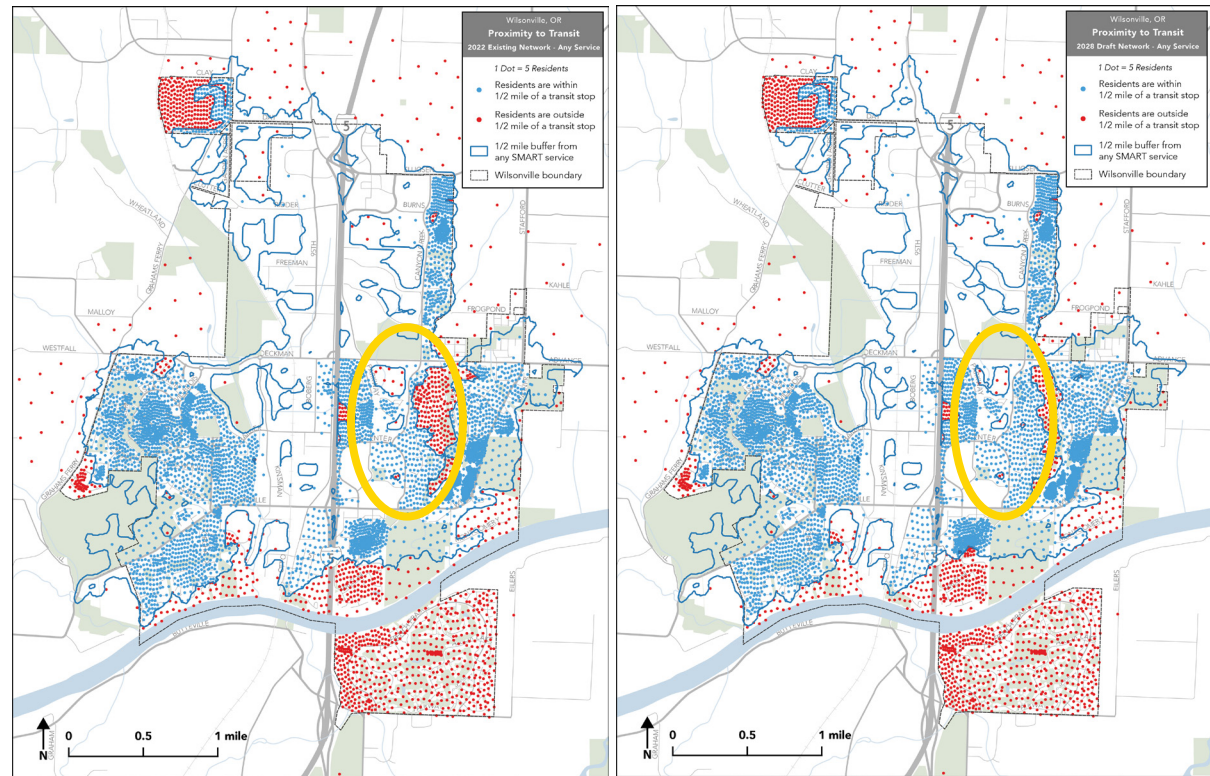
## Residents' Proximity to Service

The number of residents within 1/2 mile of transit would increase slightly with the 2028 Network. Where would coverage change?

The map on the left in **Figure 40** shows the existing SMART service extent in Wilsonville. Each dot represents 5 people. Blue dots are within a 1/2-mile walk of transit (transit that is operating at noon on weekdays), red dots are outside of that distance. The 1/2-mile walking buffer from each SMART stop is shown as a blue line.

In the existing network, a few places with lots of residents stand out as lacking access to transit. The most notable gap in the central area of Wilsonville is the cluster of dots along Canyon Creek Road south of Boeckman.

The entirety of Charbonneau, as well as some areas immediately north of the Willamette River, are also far from transit, but they are much less transit-oriented in their design than Canyon Creek Road, and much more costly for SMART to reach with transit service. There are no viable transit routes through the neighborhoods near Memorial Park or along the Willamette River (where a bus would have to wiggle down small streets and then turn around in cul de sacs), and these were not areas that public input suggested as high priorities



**Figure 40: Residents within 1/2 mile walk of a bus stop in the 2022 network (at left) and in the 2028 Network (at right).**

for network expansion. The 2028 Network does not reach any more people near the river.

Canyon Creek Road is on the way to other destinations, and can be served by SMART buses on their way north to Argyle Square without requiring them to deviate or discourage through-riding passengers. In the 2028 Network, it is served by Route B that continues on beyond Argyle Square to Tualatin and Tigard.

The area circled in yellow on these maps would be newly covered by Route B.<sup>1</sup>

<sup>1</sup> In fact, the remaining red dots west of Canyon Creek Road are an artifact of the way the U.S. Census draws the Census blocks to in the Boeckman Creek area. Those red dots represent residents who actually live within 1/2 mile of Canyon Creek Road, not in the creek, and they would therefore be covered thanks to the new Route B.



## Fixed Route Operating Increases

Using the frequencies, spans, lengths and assumed speeds of each of the proposed routes, we can estimate the number of vehicles and drivers required in-service, and the number of hours of each, required for each route. We can also estimate the miles of distance vehicles will have to travel to deliver each route. These are the basic components of operating cost: Revenue Hours in service, Revenue Miles in service, and Peak Vehicles required to deliver the service at its peak frequency.

(A “revenue hour” is one hour of a bus and driver on the road, providing service to passengers. A “revenue mile” is a mile driven on a route, in service. “Peak vehicles” are the greatest number of vehicles required at any one time to deliver service during the week, which is normally during rush hours. Revenue hours, revenue miles and peak vehicles define most of an agency’s costs to provide fixed-route transit.)

**Figure 41** on the next page reports these cost elements along with the proposed frequency of each 2028 route.

These cost elements are used to generate dollar estimates of operating cost starting on page 87.

The 2028 Network represents a substantial expansion in service above the existing SMART network, befitting its role as the

endpoint of an ambitious 5-year improvement program. The 2028 Network would require about 252 revenue hours of service each weekday, approximately 71% more than SMART’s current weekday service.

However, the more substantial ongoing expenditure would come from the expansion of weekend service. The 2028 network would improve Saturday service on most routes, more than tripling Saturday service. It would also turn on three routes on Sunday for the first time.

As a result, the total annual cost of fixed-route service in the 2028 Network is about 75,000 revenue hours, an 89% increase compared to the existing service level. This does not account for the cost of adding demand-response service and other personnel on weekends as well. The nature of those costs are described in chapter 5, and estimated costs are presented starting on page 87.

### Shared Operations with Cherriots

Today SMART and Cherriots (the transit provider for Salem, Keizer, and Marion and Polk Counties) share the cost of providing Route 1X. The cost share is simple: each agency runs some of the daily trips using its own vehicles.

In calculating the costs of future services on Route A, which would replace Route 1X, and on Route E, a new connection among Wilsonville, Woodburn and Keizer, we have assumed that this arrangement

would continue on weekdays. The Revenue Hours, Revenue Miles and Peak Vehicles given in the table on the next page only include one-half of those cost elements on weekdays.

However, we have not assumed that this cost sharing would apply on weekends (when Route 1X does not run today). All of the costs that arise from Saturday and Sunday service, for Routes A and E, have been included in the table on the next page.

Route E (Wilsonville-Woodburn-Keizer) would require only one bus to operate at the recommended frequency (120 mins). In practice, this means that the two agencies could not split costs by alternating trips with their own buses. A different method of cost sharing could be developed for this route alone, or perhaps for both of the routes (A and E) that the two agencies would be scheduling, marketing and operating together.

Any changes to the Route 1X (A), and introduction of the proposed Route E, would be done in consultation and coordination with Cherriots.



		Frequency		Two way length (miles)	Round-trip cycle time with layover		Layover time (including excess time)		Weekday Revenue Hours	Saturday Revenue Hours	Sunday & Holiday Revenue Hours	Revenue Hours per year	Revenue Miles per year	Peak vehicles required
		a.m. peak	mid-day		a.m. peak	mid-day	a.m. peak	mid-day						
A	Salem <sup>1</sup>	30	60	68	120	120	20	40	24 <sup>1</sup>	24 <sup>1</sup>	24 <sup>1</sup>	7,428	231,345	2
B	Tigard-Tualatin	30	30	25	120	120	29	28	64	36	24	19,556	233,823	4
C	Canby	60	60	17	60	60	22	22	15	12		4,446	77,271	1
D	Legacy Meridian-OC-Clackamas TC	30	60	50	210	240	30	57	91	36		24,006	334,109	7
E	Woodburn-Keizer <sup>1</sup>	120	120	56	120	120	29	34	8 <sup>1</sup>	12 <sup>1</sup>		2,223	56,687	1
F	Villebois-Frog Pond	30	30	11	60	60	13	12	30	24	12	9,588	99,236	2
G	95th/Parkway	30		14	60		19		20			5,080	70,409	2
Total - all proposed 2028 fixed routes									252	144	60	75,000	1,481,000	19
Total - 2021 <sup>2</sup> fixed routes									147	44	0	39,600 <sup>2</sup>	557,000 <sup>3</sup>	15
<b>Percentage increase in Fixed Route service to 2028 Recommendation</b>									<b>171%</b>	<b>327%</b>		<b>189%</b>	<b>266%</b>	

1 For Routes A and E we assume that weekday service would be split equally between SMART and Cherriots (with RH divided equally), but that Saturday and Sunday service would be provided entirely by SMART.

2 2021 annual Revenue Hours is an annualized number calculated based on the typical weekly schedule of service in 2021. This is a slightly lower number than the Revenue Hours that were actually delivered in calendar year 2021.

3 2021 annual Revenue Miles is taken from the National Transit Database.

Figure 41: Recommended 2028 fixed route operating parameters and estimated Revenue Hours, Revenue Miles and Peak Vehicles.

## Sample Trips

On this and the following pages, example trips are described as they would be made using the best combination of transit services in 2022 compared to the proposed 2028 Network.

In most cases, the 2028 Network results in shorter travel times. This is generally due to the shorter waits required to use routes (or, put another way, the more times that people can choose to start their trip). In some cases it is also due to a more linear and direct route which saves people in-vehicle riding time.

When SMART implements elements of the 2028 Network, comparisons like these can help communicate the value of service changes. Service changes are normally disruptive to at least a small number of existing riders, even when they are beneficial to a large number of potential future riders. Demonstrating travel time savings for trips that many people make can help overcome the bias against change and inertia that tend to discourage or prevent service changes.

On the 2022 Existing Network, what is the trip like from an apartment on Park Place to a medical appointment at Sunnyside Medical Center at noon on a weekday?



**Total Travel Time: 2 hours 41 minutes**

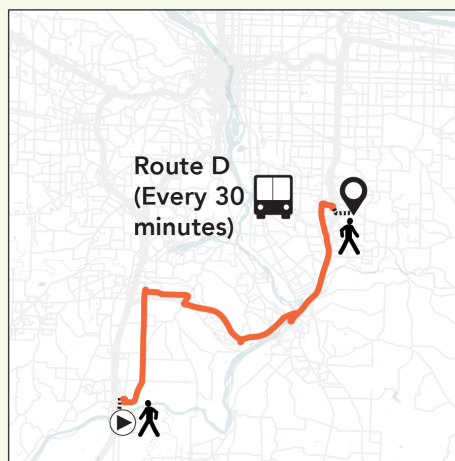
- 16 minutes walking
- 53 minutes average wait
- 1 hour 32 minutes riding

Depart at 9:00 am.

Arrive at 11:41 am.

Use Routes 2x, 96, and MAX  
2 Transfers.

On the 2028 Network, what is the trip like from an apartment on Park Place to a medical appointment at Sunnyside Medical Center at noon on a weekday?



**Total Travel Time: 1 hour 57 minutes**

- 19 minutes walking
- 15 minutes average wait
- 1 hour 23 minutes riding

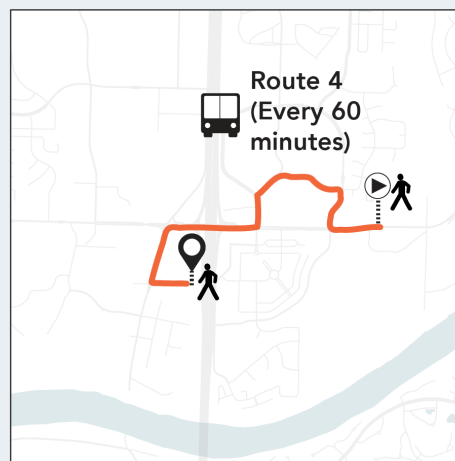
Depart at 10:00 am.

Arrive at 11:57 am.




Use Route D.  
No Transfers.

Figure 42: Comparing a trip between Wilsonville and Sunnyside Medical Center, on the 2022 network (at top) and the 2028 Network (at bottom).

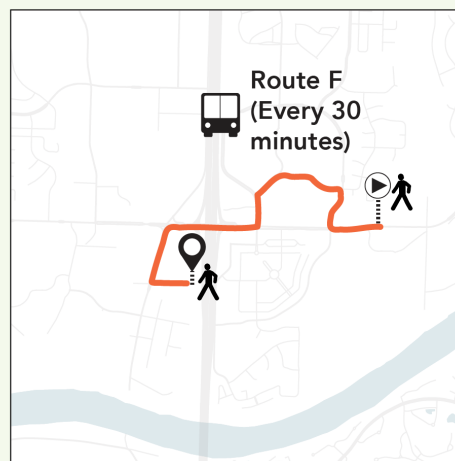
On the 2022 Existing Network, what is the trip like from an apartment near the Wilsonville Community Center to Fred Meyer on a Saturday afternoon?



**Total Travel Time: 42 minutes**

-  5 minutes walking
  -  30 minutes average wait
  -  7 minutes riding
- Depart at 12:34 pm.  
Arrive at 1:16 pm.  
Use Route 4.  
No Transfers.

On the 2028 Network, what is the trip like from an apartment near the Wilsonville Community Center to Fred Meyer on a Saturday afternoon?



**Total Travel Time: 27 minutes**




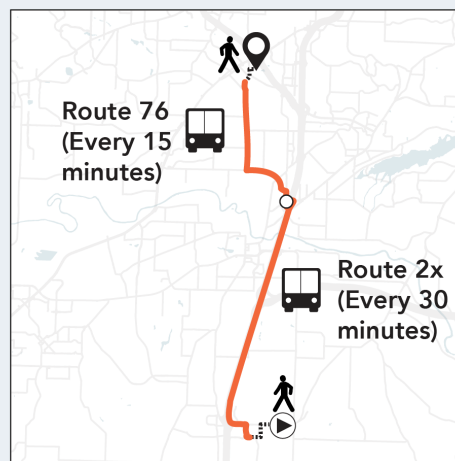


-  5 minutes walking
  -  15 minutes average wait
  -  7 minutes riding
- Depart at 12:30 pm.  
Arrive at 12:57 pm.  
Use Route F.  
No Transfers.

Figure 43: Comparing a trip between an east side residence and Fred Meyer on the 2022 network (at top) and the 2028 Network (at bottom).

On the 2022 Existing Network, what is the trip like from an industrial job on Burns Way to an apartment in Tigard on a weekday evening?



**Total Travel Time: 58 minutes**

-  8 minutes walking
-  23 minutes average wait
-  27 minutes riding

Depart at 4:45 pm.

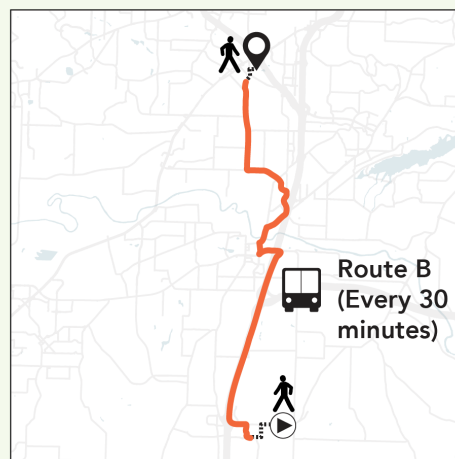
Arrive at 5:43 pm.

Use Route 2x and Route 76.\*



1 Transfer.

\* This trip is also possible using WES, but on average it would take 26 more minutes to complete, compared to this trip.

On the 2028 Network, what is the trip like from an industrial job on Burns Way to an apartment in Tigard on a weekday evening?



**Total Travel Time: 55 minutes**

-  8 minutes walking
-  15 minutes average wait
-  32 minutes riding

Depart at 4:45 pm.

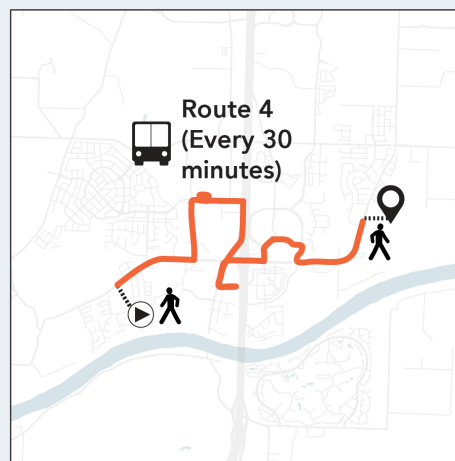
Arrive at 5:40 pm.

Use Route B.



No Transfers.

Figure 44: Comparing a trip between a Wilsonville job and a Tigard residence, on the 2022 network (at top) and the 2028 Network (at bottom).

On the 2022 Existing Network, what is the trip like from an apartment on Wilsonville Road to Wilsonville High School on a weekday morning?



**Total Travel Time: 41 minutes**

-  3 minutes walking
-  15 minutes average wait
-  23 minutes riding

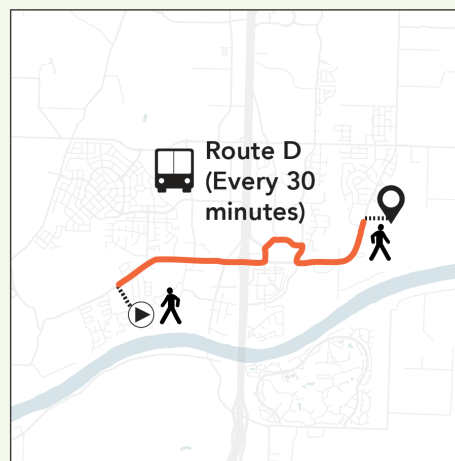
Depart at 7:40 am.

Arrive at 8:21 pm.



Use Route 4.

No Transfers.

On the 2028 Network, what is the trip like from an apartment on Wilsonville Road to Wilsonville High School on a weekday morning?



**Total Travel Time: 28 minutes**

-  3 minutes walking
-  15 minutes average wait
-  10 minutes riding

Depart at 8:00 am.

Arrive at 8:28 am.

Use Route D.

No Transfers.

Figure 45: Comparing a trip between a west side residence and Wilsonville High School, on the 2022 network (at top) and the 2028 Network (at bottom).

On the 2022 Existing Network, what is the trip like from an apartment near Canyon Creek to downtown Portland on a Saturday afternoon?



**Total Travel Time: 1 hour 53 minutes**

-  12 minutes walking
-  30 minutes average wait
-  1 hour 11 minutes riding

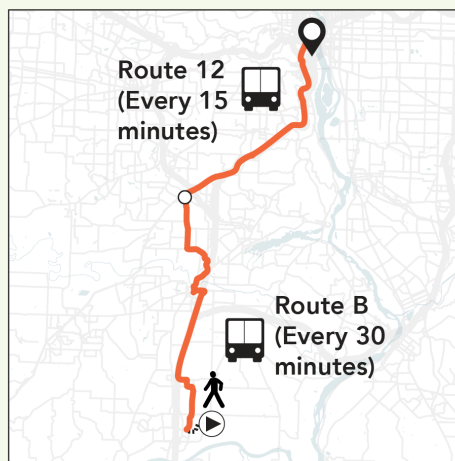
Depart at 12:18 pm.

Arrive at 2:11 pm.


Use Routes 2x, 76, and 12.

2 Transfers.

On the 2028 Network, what is the trip like from an apartment near Canyon Creek to downtown Portland on a Saturday afternoon?



**Total Travel Time: 1 hour 42 minutes**

-  7 minutes walking
-  23 minutes average wait
-  1 hour 12 minutes riding

Depart at 12:00 pm.

Arrive at 1:42 pm.

Use Routes B and 12.

1 Transfer.

Figure 46: Comparing a Saturday trip from Wilsonville to downtown Portland on the 2022 network (at top) and the 2028 Network (at bottom).



## City Growth Areas

The map at right highlights the areas where the City of Wilsonville will eventually expand and grow at urban densities.

The 2028 Network was drawn with an awareness of the growth that will happen in the next five years, which is located in Frog Pond.

Routes F and D can be lengthened northwards along Stafford Road to new stops adjacent to Frog Pond developments. They could also branch away from one another, with one turning east to end at Meridian Creek Middle School while the other continues north on Stafford Road. Sidewalks must be added to both sides of Stafford Road to allow residents of new developments to walk out to and along Stafford Road to reach a bus stop.

Once Basalt Creek, in the northwest of the city, is developed, a reasonable transit route could run on either Grahams Ferry or Boones Ferry Roads. Detail of the street network in the area is shown on the next page.

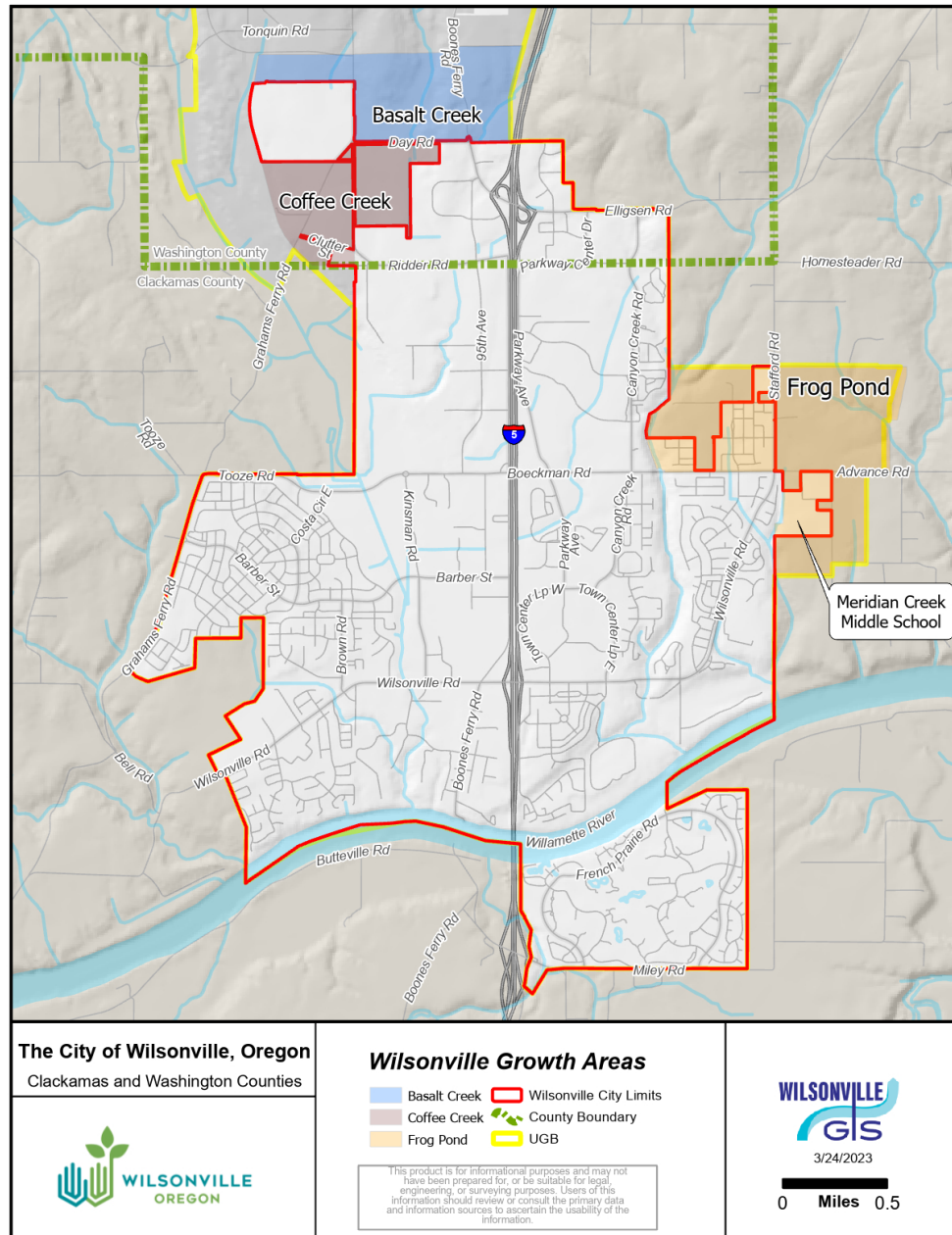


Figure 47: The next anticipated growth areas in the City of Wilsonville are Frog Pond, Coffee Creek and Basalt Creek.

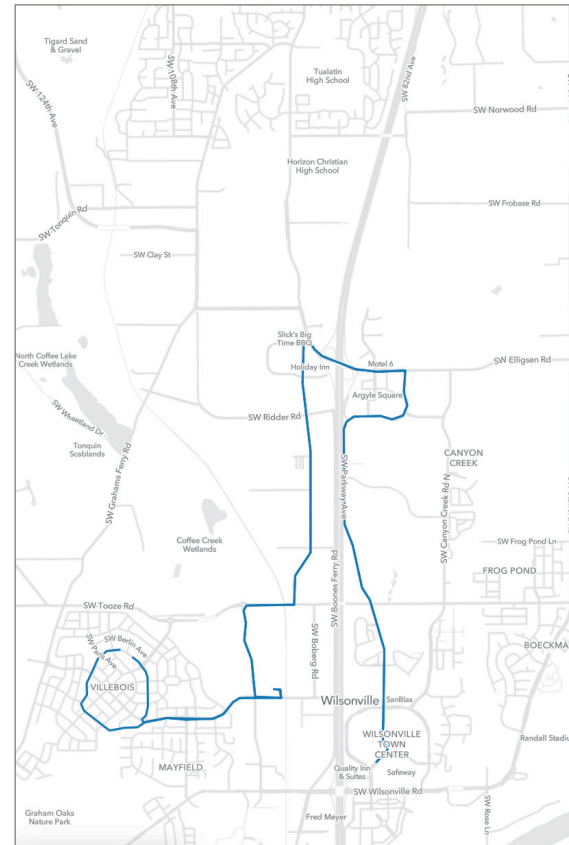
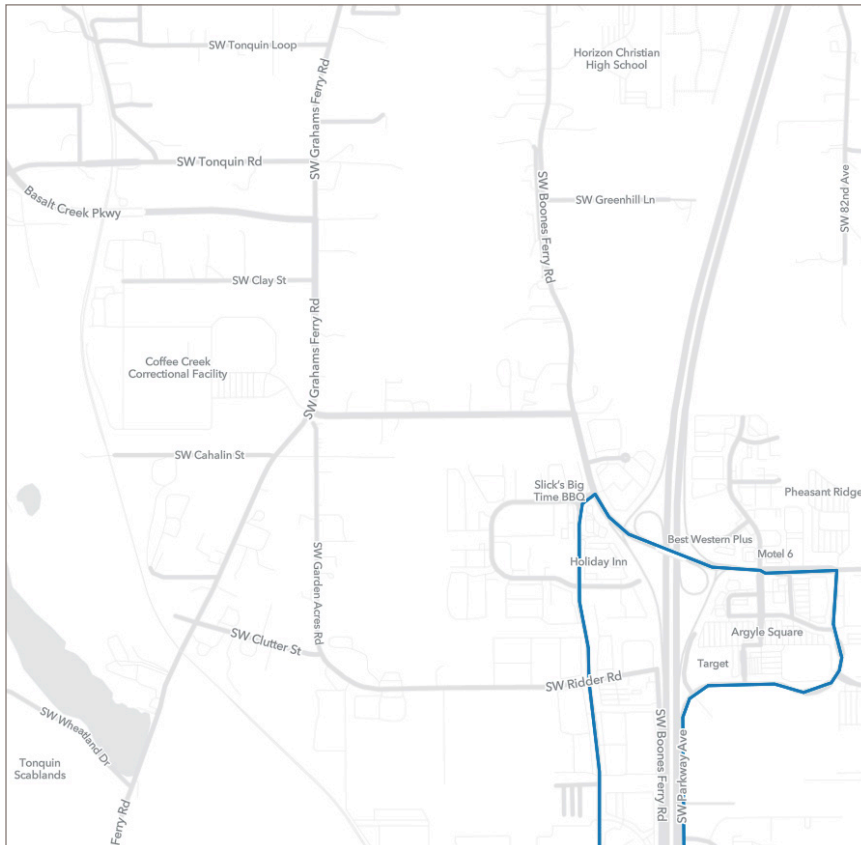


Figure 48: The City is expected to grow into the Basalt Creek area, along Grahams Ferry and Boones Ferry Roads, as shown in the street map at left. It will be important to concentrate transit-appropriate development along one, but not both, of these roads, as the Route G loop (shown in blue) could not be stretched any further north without making trips between the east and west sides of the city terribly circuitous.

Existing streets in the Basalt Creek area are shown above. The two main roads heading north from the existing developed area of Wilsonville into the new development areas are Grahams Ferry and Boones Ferry Roads.

We recommend that the City identify **one** of these roads as the priority for transit, and organize denser development around it, rather than expect that transit service can be provided on both roads in the near future. If development is planned with an

expectation of service on **both** roads, then the provided frequencies will be one-half as good as they could be if all of the transit-oriented and transit-needing developments were organized along one of the roads. It will also be essential to provide good pedestrian connections between the two roads, so that transit on one road is reachable from the other road.

Also, the simplest way to serve Basalt Creek – and to get service on both roads – would be to stretch northwards the loop

made by Route G. However, the further north that loop is stretched, the less useful Route G is for connecting people and destinations on the east and west sides of I-5, since most passengers would be taken very far out of direction. A different service design would need to be developed. One possibility is that Route G could be broken into two routes, one that stays on the west side of the city and continues north into Basalt Creek, and the other that connects the east side to a terminus at or near Commerce Circle.



## **4. Demand-Response Services**

Dial-a-Ride is a door-to-door demand-response (DR) transportation service for passengers within the City of Wilsonville. People who are eligible based on the Americans with Disabilities Act (ADA) are given priority scheduling, but Wilsonville residents and workers of all ages are also welcome to utilize the Dial-a-Ride program. This Plan update does not recommend any substantial changes to the existing structure or delivery of SMART's demand-response programs.

## Background

SMART is required by the Americans with Disabilities Act (ADA) of 1990 to provide a paratransit service to persons who are unable to use fixed-route transit, as a complement to local (non-express) fixed-routes, in the places and at the times when local fixed-routes are operating.

SMART offers this complementary paratransit through its Dial-a-Ride program, which includes 4 separate service categories:

- ADA Complementary Paratransit.
- General Public. Provides in-town transportation for anyone under 60.
- Seniors. Provides in-town transportation for people ages 60 and older.
- Out-of-Town. Provides trips to destinations outside of the City of Wilsonville for ADA enrolled residents or people

	ADA	Senior	General Public	Out-of-Town
<b>Eligibility</b>	Limited to persons with disabilities, as determined by SMART's Eligibility Committee.	Anyone age 60+.	Anyone.	Anyone enrolled in ADA, or anyone age 60+.
<b>Cost</b>	No fare.	No fare.	No fare.	\$3.00 per one-way trip.
<b>Hours of Operation</b>	All hours during which SMART fixed-route network operates.	M-F, 8:00 am - 5:00pm.	M-F, 8:00 am - 5:00pm.	M-F, 8:00 am - 5:00pm.
<b>Trip purpose restrictions</b>	None.	None.	None.	Medical appointments only.
<b>Scheduling Principle</b>	Priority.	Space-available basis.	Space-available basis.	Space-available basis.
<b>% of SMART Demand-Response Ridership</b>	54%	29%	<1%	16%

Figure 49: SMART Demand-Response Program Categories

age 60 or older, with a higher required fare payment and allowing a reservation be made further in advance.

Figure 49 summarizes the key attributes of each program category.

## Minimum Required Paratransit Area

SMART is required by federal rules to provide paratransit service within 3/4-mile of all local fixed-route lines (not stops), during times when fixed-route service is operating. Any time an agency makes major changes to routes, it is changing the area in which it must offer paratransit.

**Figure 50** compares the required minimum paratransit service for the 2022 network and the proposed 2028 Network. The area that is 3/4 mile from local bus routes in both networks is shown in dark green; the light blue area would be newly-required in the 2028 Network, while the light green area would drop out of the minimum required service area.

The blue area that would be newly included in the minimum required paratransit area is around the intersection of SW 14th and Tonkin Roads.

The green area that would no longer be within the minimum required area is outside of Wilsonville City limits, along Coffee Creek from Wheatland Drive and continuing about 1/3-mile south. It is mostly a natural area with only a few residents. In the review of April 2022 demand-response trips, no paratransit trips began or ended within this light green area.

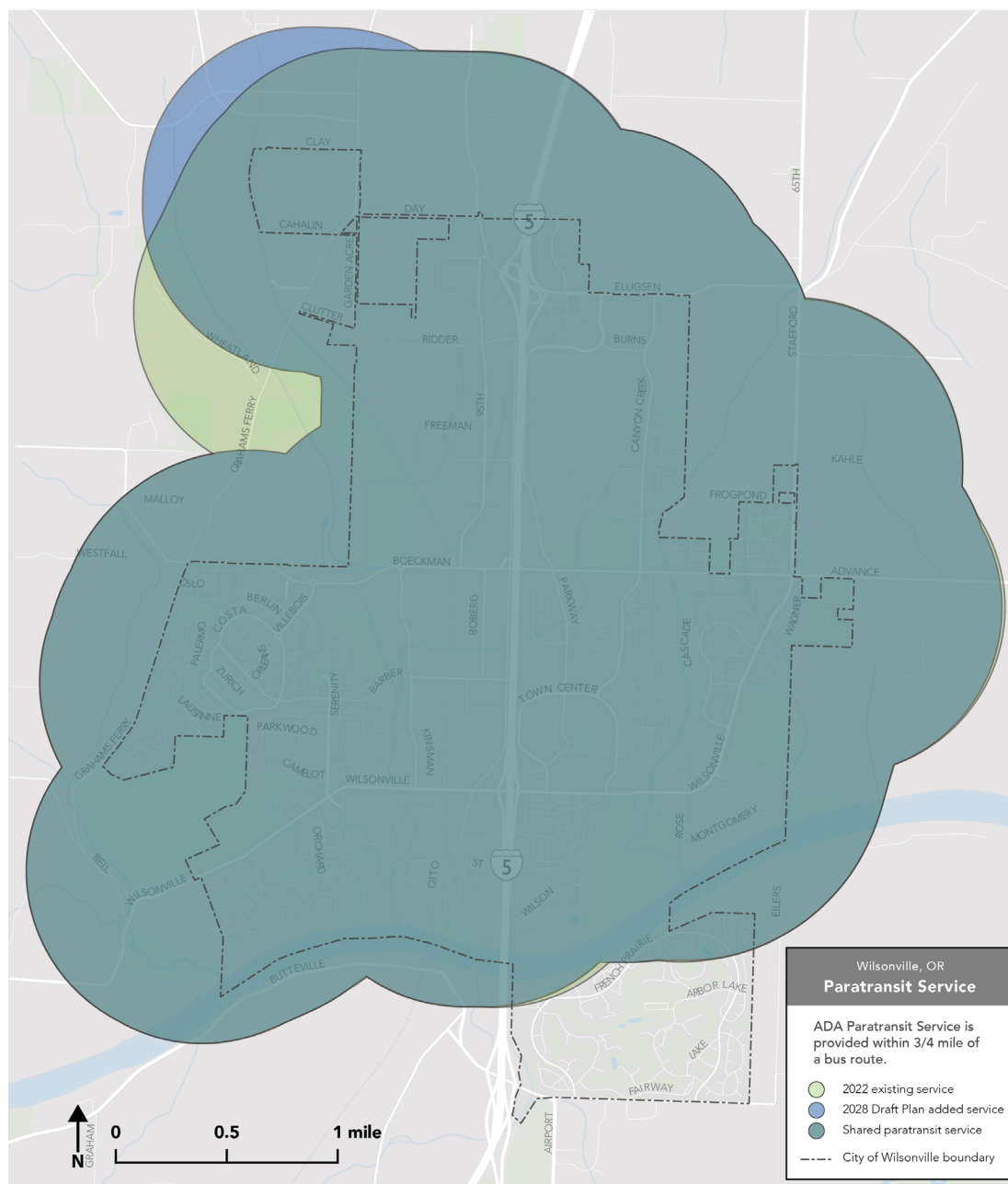


Figure 50: Required ADA Paratransit Areas for the 2022 and 2028 Networks

## “Express” Routes and Segments

Express routes, which generally have long distances between stops and travel long distances, do not trigger a paratransit requirement. This is also true of express segments of routes that may also have a local segment.

Because the 2028 Network is explicitly designed to integrate local and regional service, many routes have local segments and express segments. For example, Route D would be a local route along Wilsonville Road but would run express along Stafford Road from the City boundary (at Frog Pond) to Legacy Meridian Medical Center). SMART would not be required to provide paratransit service to residents within 3/4 mile of this segment of Stafford Road. As another example, the existing Route 2X has a local segment within Wilsonville and an express segment between Wilsonville and Tualatin.

SMART has an established practice for helping ADA paratransit passengers transfer to TriMet’s paratransit service if they are traveling between the two service areas. Regardless of the “express” or “local” nature of the routes connecting the SMART and TriMet service areas, which may change over time, SMART intends to continue facilitating paratransit transfers between them.

## Required Paratransit Days and Times

Because ADA paratransit must be offered on the days and at the times when local fixed-routes are operating, the schedules of fixed-routes govern the minimum size and operating cost of the ADA paratransit program.

The actual size and shape of the paratransit service area can grow and shrink throughout a day or week, as the obligation to complement a fixed-route with paratransit begins when that fixed-route begins service, and ends when that fixed-route ends service.

For the purposes of the map shown on the previous page, the paratransit service area was defined using the maximum network in service in 2028, which would be the network offered at rush hours. The minimum paratransit area at nights or on weekends could be smaller, when fewer local fixed-routes would be operating.

A transit provider can define the paratransit service area with this degree of precision by time of day and day of week. Because paratransit has a very high operating cost per ride, there is a reasonable motivation for adhering strictly to the minimum required service area. However, most agencies find that it is both too frustrating for their ADA passengers and too complex for their staff to administer a

dynamically-changing paratransit service area throughout each day. More often, agencies define a small set paratransit areas, such as one for weekdays, one for Saturdays and one for Sundays. The span (hours) of paratransit in those areas must match the span of time from the earliest to the latest local fixed-route bus service.

The required span of paratransit service would change greatly within Wilsonville with the implementation of the 2028 Network, compared to the minimum requirement in 2022:

- On weekdays, the span of paratransit service would be required to increase by one hour at night (until 9 p.m).
- On Saturdays, the span would be required to increase by one hour at night (until 7 p.m.).
  - The minimum required paratransit area would also increase slightly.
- On Sundays, no paratransit is required or offered today. In the 2028 Network, the span would be 12 hours.
  - The minimum required area would be similar to what is required today on Saturdays, chiefly the places within 3/4 mile of Wilsonville Road and Canyon Creek Road.

Adding fixed-route and demand-response services on Sundays would require “turning on” the entire SMART operation for an additional day per week.

## Recommended Paratransit Service Increases

The service increases described on the previous page are the minimum required by law in order to match paratransit availability to local fixed route availability.

In addition, we recommend that SMART be prepared to fund more paratransit capacity during times when paratransit is offered today, as growth in Wilsonville's population, and particularly its senior population, are likely to increase demand for the service.

Improved frequencies on SMART intercity fixed routes may also increase demand for paratransit as the intercity routes become more appealing and useful to customers with disabilities. Some of these customers may be able to use the intercity routes but unable to use a local route due to their disability and they will be entitled to use paratransit for their local connection.

The cost estimates for service increases presented starting on page 87 include an assumed increase in SMART's paratransit (DR) capacity at these times:

- A DR vehicle and driver available two hours earlier and three hours later than DR is currently offered on weekdays.
- One additional DR vehicle and driver

in service during the 12 hours DR is offered today, on weekdays.

- A DR vehicle and driver available one hour earlier and one hour later than DR is currently offered on Saturdays.
- One to two additional DR vehicles and drivers in service during the times DR is offered today, on Saturdays.
- One to two DR vehicles and drivers available for 12 hours on Sundays (when no DR or fixed route service is offered today).

These additions would sum to 117 additional hours when DR vehicles and drivers are in service per week, over what is provided today, or about 6,100 more DR vehicle hours in service per year. The actual labor hours for DR drivers may be higher, depending on how efficiently work schedules can be created around the DR and fixed route transit schedule.

These increases in paratransit service come with costs not only for direct operation of the vehicles and for employing drivers to provide service for those 117 hours a week, but also for dispatchers who communicate with customers and drivers; staff who supervise the service; and staff who maintain the vehicles.

## **5. Capital Infrastructure, Programs and Operations**

# Overview

This chapter provides an outline of key capital investments necessary to deliver the Transit Master Plan. There are three types of major investments that would be required:

- Transit Vehicles
- Maintenance
- Town Center Terminal Facility

In addition to these capital investments, there are ongoing operational needs – especially increases in personnel – that

would be required to implement and support the larger system described in this Plan. These operating and personnel needs are also summarized in this chapter.

The end of this chapter describes some of the existing SMART programs that will continue in the future, which support the City’s transportation-related goals and complement the transit services described in this Plan.

# Transit Vehicles

## Existing Fleet

As of 2022 (before temporary service reductions due to an operator shortage) there were 18 peak vehicles in revenue service, for fixed route and demand response services combined. **Figure 51** shows that the morning rush-hour pullout (18) is larger than the afternoon rush-hour (15). In the midday, 12-13 vehicles are in service. More than a quarter of the vehicles in service each day (five of 18) are required only for one or the other rush hour periods.

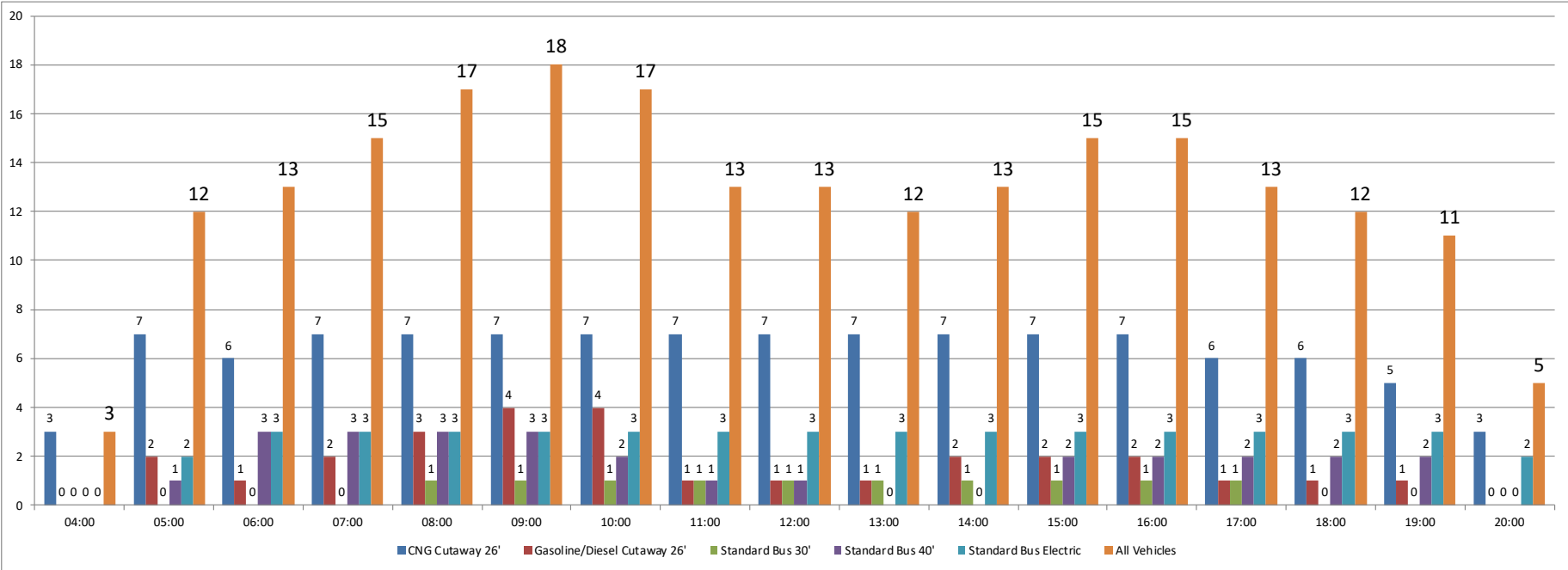


Figure 51: 2022 vehicle requirement by hour on weekdays. Orange bars represent all vehicle types, for both fixed route and Dial-a-Ride.



SMART uses five fuel types for revenue service: CNG, diesel, diesel/hybrid, gasoline, and electric. Most of the vehicles in service at most times of day are 26 foot long compressed natural gas (CNG) buses. They carry 21 seated passengers when the wheelchair positions are not in use, or 15 when both are deployed. Larger 30- and 40-foot buses are a mix of diesel, diesel hybrid, and electric.

### Fixed-Route Vehicles

Growing the transit fleet is currently constrained by delayed delivery times for vehicles and parts from manufacturers. As a demonstration, at time of writing SMART is still waiting on delivery of three vehicles ordered before the pandemic.

Due to uncertainty in the transit vehicle supply chain over recent years, SMART has kept more spare vehicles than are required by regulation. However, even with those extra spare vehicles, growth in transit service would be constrained by fleet size (as well as a driver shortage).

The variety of bus types in the SMART fleet, and the fact that SMART has chosen to avoid relying on a single technology or fuel type, has allowed for flexibility while the supply chain is unreliable. For example, when a part needed to be replaced on an electric bus charging station in 2022, the charging station was out of service for 75 days. But transit service was not disrupted because SMART was able to deploy spare vehicles that did not require charging.

At time of writing, ridership has been and continues to be low since the Covid-19 pandemic. Crowding is not currently a recurring problem on any route, and so SMART has had the flexibility to assign buses with various seating capacity and fuel types to any route or type of service. Length of route or length of block (the amount of time a bus is out on the road, between visits to the garage) can inform the type of fuel or propulsion used by the vehicles – for example, if a bus can only run so many miles before needing a charge or a refueling, it may not be possible to use it on longer routes. This may be a limitation around which SMART needs to work in the future, especially with the longer routes included in the 2028 Network, but SMART has been able to manage this limitation without difficulty so far.

Prior to the Covid-19 pandemic, Routes 2X, 4, and 1X had the highest ridership and were therefore the most likely to become crowded and require or benefit from larger vehicles. Route 2X is currently using cut-aways, and Route 4 is using larger buses at rush hours and smaller vehicles outside of rush hours. Ridership on the 1X has not rebounded, for a variety of reasons: since the route was introduced, State workers in Salem offices have a hybrid-remote work schedule, car ownership and fuel costs are low, and parking cost and supply remain ample in Salem. Route 1X has therefore been operable with a 35-foot bus.

Thus with neither a requirement to put

larger buses on any routes due to crowding, nor a requirement to avoid putting certain buses on longer routes, SMART has had maximum flexibility in vehicle assignments in recent years. This could change between now and 2028 if ridership increases, and if SMART introduces longer (or slower) routes with more time between charging/fueling buses.

### Demand-Response Vehicles

SMART's demand-response service uses four dedicated vehicles today and another four as spares. Eight additional vehicles used for regular fixed-route service are also used at times for demand-response. Ultimately, SMART staff intend to separate vehicle assignments to the fixed-route and demand-response modes for more transparency and easier reporting.

## General Fleet Recommendations

The recommendations of this Plan, if implemented in full by 2028, would increase the peak vehicles in-service for both fixed routes and demand response to 23 (from 18 in 2022). In addition to the growth in the size of the fleet to accomplish the service increases shown in this Plan, SMART would need to add at least one spare vehicle, and continue to replace aging vehicles in the existing fleet.

Today, SMART operates compressed



natural gas (CNG), battery-electric buses (BEB), diesel-electric hybrid, gasoline, and diesel buses. SMART's goal is for its fleet to be free of diesel- or gasoline-powered vehicles by 2028. The diesel, gas and hybrid vehicles in the fleet will be used until the ends of their lives but they will not be replaced with the same types of vehicles.

The emergence of major economic, environmental, social, and other disruptive events outside of SMART's control will likely continue to create challenges to maintaining capital assets in the years to come. Although using multiple fuels (CNG, diesel, gasoline, electric) creates redundancy and flexibility for the agency, variety in a fleet typically also increases operational complexity. For example, if a route experiences crowding and only a subset of buses in the fleet are large enough to handle it, that subset of buses almost needs its own spare ratio to ensure that the route can reliably be assigned a large-enough bus. This has not been the case recently because there have not been pressures from either high ridership (crowding) or from route length (due to electrical charging), but as those constraints appear in the future the fleet variety may become a hindrance more than a help.

It may be worth exploring what has worked best over the past decade, consider what routes are likely to be changed or added in the next decade, and then narrow

down the variety of the SMART fleet to the fewest different types of vehicles that could reliably operate most of SMART's fixed-routes. This simplification of the fleet could be implemented slowly, as vehicles are replaced at the end of their useful lives. For example, if the decision is made to plan on delivering fixed-route services all with 30- to 35-foot buses in the future, SMART could continue to reduce its spare parts inventory, minimize the amount of training for staff to stay current, and reduce its spare ratio over time. Unfortunately, an additional limitation on this decision is what types of vehicles can be purchased, as manufacturing is highly limited and wait times for new vehicles extremely long.

### Bus Procurement

As SMART has diversified its fleet over the past decade, it has gained experience working through the trade-offs of purchasing, operating and maintaining different types of vehicles. Technology continues to advance in vehicles of all fuel and propulsion types. Many transit agencies around the country are transitioning to cleaner fuel types to reduce emissions, and as part of that transition there are costs beyond vehicle price that must be clearly understood. Considering start up investments, maintenance, and how the operating environment might affect the stated lifespan of a vehicle are key to understanding the true cost.

SMART should focus on its own goals in order to prioritize the most important features of a bus. Environmental impact, fuel efficiency, operating and staffing resources needed, driver and customer comfort, space needs, and capital infrastructure needs are all important considerations.

Because bus propulsion technology has changed so rapidly in the past 20 years, many of the currently-available data about fuel efficiency, emissions reductions, and costs (operating, maintenance, capital, total) are conflicting. Published studies from the U.S. Department of Energy and transit agencies around the country over the past 15 years show a wide range of outcomes across a variety of metrics and vehicle fuel types. Some information about lifecycle costs and maintenance challenges is still evolving, as new vehicle technologies remain on the roads for enough years to be well-understood by transit agencies. SMART already has years of experience purchasing and maintaining alternative-fueled vehicles. The Wilsonville fleet manager, as well as fleet managers at peer agencies in Oregon, will be key people to rely on for knowledge about how emerging and improving technologies have worked in the recent past.

SMART aims to replace diesel, diesel hybrid, electric and CNG vehicles over the next five years. Here is some guidance to consider during future vehicle purchases.

## Compressed Natural Gas (CNG)

CNG-powered buses can reduce emissions by up to 90 percent compared to diesel-powered buses. CNG buses may also provide lower operational costs per mile compared to diesel buses and fuel costs can be much lower. CNG requires significant initial investments in fueling infrastructure and upgrades to maintenance facilities, such as natural gas detectors and ventilation systems, but SMART already has what it needs and can accommodate growth in this equipment in its maintenance yard.

SMART has experience maintaining diesel-hybrid buses, which will not be replaced as they come to the ends of their useful lives. CNG vehicles have been found to have higher or lower maintenance costs than diesel-hybrids, depending on the study.

Range between refueling: Around 220 miles

## Battery Electric Buses (BEB)

Electric buses operate solely on electric power from a lithium-ion battery pack. Charging can occur either at route termini or on-route. Currently, all SMART charging occurs at the maintenance yard. Electric buses can be zero-emissions (depending on the source of the electricity) and their fueling costs depend on electricity costs. Both carbon emissions and costs from electricity have been lower in the Pacific

Northwest than in other parts of the U.S. due to our abundant hydro power.

Despite recent improvements in battery capacity, electric buses have shorter ranges than diesel or gasoline vehicles. And despite improvements in charging speeds, electric buses generally still require more time to reach a full charge than diesel vehicles require to refuel. Vehicle ranges and vehicle charging/refueling time can affect the design and efficiency of routes, or constrain which vehicles can operate which routes. Deployment of electric buses therefore requires careful consideration of charging needs, route lengths and speeds, and operating conditions including weather. Air conditioning and heating can reduce an electric bus' battery span by as much as 30%.

SMART will soon have four charging stations at the maintenance yard. Technology continues to evolve with electric buses and charging capabilities, but many agencies have found that the limited range between charges has caused an increase in the number of buses and operators needed to provide the same level of service, compared to the number of vehicles previously required with other fuel types. Though we can imagine a role for electric buses in the SMART fleet, growing this type of fuel system at SMART will require a realistic look at the implied operating and capital cost increases over the life of the vehicle.

Electric cutaway vehicles are less tested

than full-sized electric transit buses. Though smaller vehicles have now been Altoona tested and FTA approved, there is far less peer experience and fewer long-term takeaways that SMART can use to make educated decisions for bus purchases. In addition, some important features such as easy and fast wheelchair boarding may be compromised in electric cutaway buses. In the coming years, it will be best to keep any electric bus purchases to more standard 35- and 40-foot buses that have more vendor support and that require SMART to stock fewer unique parts and supplies for maintenance.

Range between charges: 70 – 300 miles between depot charges

## Hydrogen Fuel Cell

Hydrogen fuel cell electric buses (FCEBs) are hybrid vehicles powered by hydrogen fuel cells and an electric battery, providing flexibility to be deployed on longer routes. FCEBs can be zero-emission (depending on the energy source for the creation of the hydrogen fuel) and have a better fuel economy compared to conventional buses. However, fueling costs are high for hydrogen and it is not yet readily available as a vehicle fuel. Transitioning to FCEBs would therefore require investments in new fueling infrastructure and updates to SMART's maintenance yard.

SMART does not currently have any FCEBs and they are not currently recommended for SMART, based on the size of the

agency, the amount and type of service operated, and considering the other types of vehicles available in the fleet.

Range between refueling: Typically between 200 and 325 miles

## Fleet to Support 2028 Service

As noted above, the number of vehicles required at peak times in-service would increase by five with implementation of this Plan. As SMART continues following its existing fleet replacement plan, these additional acquisitions will need to be accounted for.

SMART will need to decide what types of vehicles to add to its fleet in order to maintain flexibility (with regards to route assignment); maintain resilience in case of disruptions to fuels, supplies or parts; and meet SMART's goal of phasing-out all gas and diesel vehicles by 2028. Major delays in the manufacture of vehicles also need to be taken into account.

## Vehicle Type Considerations

This Plan calls for services in 2028 that would require an increase of 5 peak in-service buses, going from the 18 buses that were required to operate maximum fixed route and DR (demand response or

Dial-a-Ride) service in 2021, to 23 buses required in 2028. During the peak in fixed route operations (6-9 a.m. and 4-8 p.m.) 19 vehicles would be needed to operate fixed routes. During the peak in DR operations (11 a.m. to 3 p.m.) 7 vehicles would be needed to operate DR.

Some vehicles could perform both functions, if they are suitable for both. However:

- A vehicle that provides DR may be too small to handle the passenger load on a fixed route (especially if it passes a school).
- A vehicle that is large enough to support a fixed route's passenger loads may be too small to drive down and turn around on every residential street in the city, in order to provide the door-to-door service required for some DR customers with disabilities.

Every size and type of vehicle are not available with every fuel type, and not with the same quality of design, comfort for passengers, reliability and availability for purchase.

Given the types of services the SMART fleet would need to operate in 2028 according to this Plan, we recommend that buses purchased primarily to operate fixed routes be battery-electric (BEBs), and that buses purchased primarily to operate Dial-a-Ride service or very low-ridership fixed routes be CNG.

## Vehicle Fuel Type Recommendations

For fixed routes, we recommend that SMART purchase the largest vehicles that will be needed to accommodate potential passenger loads and wheelchair boardings per trip.

Understanding that today ridership is very low, it is possible and likely that it will increase by 2028.

The investments recommended on inter-city routes will increase their usefulness and therefore are likely to increase their ridership.

Fixed routes that pass by middle and high schools can experience high passenger loads twice a day, and if a too-small vehicle is assigned to the route it can cause passengers to be left behind at stops, or force SMART to deploy a second bus and driver during that period.

For long fixed routes, especially those traveling on I-5 and I-205, it is valuable for comfort and safety that all passengers have seats.

Wheelchair boardings are faster and more comfortable on some bus designs than on others. In general, larger and low-floor vehicles offer a better wheelchair loading and unloading experience than smaller and high-floor vehicles. However, the quality and reliability of designs for smaller

vehicles may improve in this regard in future years.

For all of these reasons, SMART should err on the side of procuring larger rather than smaller fixed route vehicles.

### Battery Electric or Compressed Natural Gas Vehicles

Large fixed route vehicles, 35- or 40 feet long, are available with Battery Electric (BEB) or Compressed Natural Gas (CNG) propulsion. (SMART's 35' and 40' buses are currently a mix of BEB, diesel and diesel-hybrid.) BEBs are appealing given their potential for lower carbon impacts, depending on the source of the electricity that powers them (which in the Pacific Northwest consists partly of hydropower and is therefore relatively low in carbon emissions).

However, BEBs increase operational complexity. The increase in peak vehicle requirement for implementing the 2028 recommended services was calculated based on needed layover time for driver breaks and reliability, but no additional layover time for battery charging or for deadheading buses to a site where the battery can be charged. The current rule-of-thumb among transportation planners and schedulers working on fleet electrification is that a purely BEB fleet would need to be 20-50% larger than a fleet using diesel, gas or CNG, because of the added cycle time and deadhead (time spent

driving to and from the maintenance yard, without passengers) required for charging.

The 2028 fixed routes as described in this Plan include some schedule inefficiencies, meaning extra time that the vehicle is not on the road, in excess of the time needed for the driver's break and as padding to protect reliability. There are multiple ways this extra time can be used in scheduling:

- It can allow for the route to arrive a little earlier or later in order to make a timed connection with another route.
- It can be used for driver meal breaks or driver shift changes.
- It can be eliminated by interlining multiple routes which have extra time, so as to require one fewer buses over the set of interlined routes.
- It can be used to charge BEBs.

With an increase in BEBs in the SMART fleet, more of this extra time will be needed for charging. Overall, with a large enough increase in BEBs within the fleet, SMART should expect a related increase in its peak fleet requirement.

For routes on which BEBs would replace standard diesel or diesel-hybrid buses, an iterative planning-scheduling step should be taken before detailed scheduling is performed and a final vehicle requirement is calculated. In that process schedulers would identify inefficiencies caused by the need to charge vehicles between trips.

Planners would identify available charging locations as well as desirable charging locations in order to decrease deadhead time. Fast on-route charging might be considered as an alternative, representing an increased capital expense but a decreased operating expense if it can reduce deadhead time and simplify driver and vehicle scheduling.

Depending on the location and availability of chargers, the lengths of routes, and the speeds of routes, this planning-scheduling exercise might result in a higher vehicle requirement than we have estimated in this Plan. It could also contribute to longer-range planning to invest in on-route charging, rather than at the SMART maintenance yard, for example at the recommended Town Center terminal facility where some routes are recommended to terminate.

Additional factors can affect the time and distance that BEBs can be driven between charges. One of the biggest factors is hills, which are not a major issue in the Wilsonville or north valley topography. Weather, heating and air conditioning use, the age of the battery, and operating conditions could all affect the peak fleet requirement if the proportion of BEBs are increased in the fleet.

We also recommend that SMART not eliminate the possibility of purchasing large CNG vehicles for its fixed routes. While CNG vehicles have a higher carbon impact than BEBs, they are simpler to operate



and do not increase the overall required fleet size as BEBs do. There are also unanswered questions about the durability and environmental sustainability of the batteries that power BEBs, which may be better understood in the coming years as widespread global use of electric vehicles puts pressure on battery manufacturing and disposal. The lifecycle durability and environmental impacts of CNG buses, on the other hand, are well-understood as they have been in use for thirty years.

### Compressed Natural Gas Vehicles

Local DR (demand response) vehicles can be smaller than most fixed route vehicles. This is because only a few passengers' trips can be delivered by one vehicle in an hour while still being reasonably direct for the passengers. Thus DR vehicles rarely need to fit more than a few passengers.

40' and 35' BEBs have a longer track-record and a more robust market in the United States compared to 30' and smaller BEBs, which are new to the market. Purchasing smaller BEB vehicles for its DR service would put SMART in the position of being a "guinea pig" for a relatively new and complex product.

Smaller CNG transit vehicles are available with better designs and a longer track record than small BEB vehicles. Therefore while we recommend BEBs for larger fixed route vehicles, we do not recommend them for the small vehicles that can be used (or are in some cases required) for

DR.

SMART has been using CNG propulsion as well as diesel and gasoline propulsion for smaller DR vehicles (mostly 26' "cutaways," which are high-floor buses built on a truck chassis). We recommend that SMART continue to use CNG for smaller vehicles rather than BEB. These new, small CNG vehicles are likely to be used mostly on DR but could also be used on low-ridership fixed routes or on certain fixed routes at times of day when ridership (and wheel-chair boardings) are reliably low.

By 2028, the market for smaller BEBs may be more established, and the appropriateness of then-available small BEB transit vehicles, either on lower-ridership fixed routes or DR, can be reevaluated.

### Current Vehicle Prices

The most recent vehicle cost estimates available in the Pacific Northwest are from the State of Washington price agreement which applied through March 2023. The table in **Figure 52** gives average prices for each size and fuel category, plus 10% for contract and delivery related costs.

These prices are only valid through the end of March 2023, and prices are likely to increase in the next State price agreement. (The State of Oregon offers similar guidance on prices, but it dates to 2020.) Actual purchase prices will depend on contract terms, timing of the purchase and the specifications of the vehicle.

For smaller buses (such as 26' long), appropriate to SMART's DR service and low-ridership fixed routes, the State of Oregon has negotiated a base price range \$107,990 to \$181,129 depending on the fuel type. The lowest-cost options in this size are diesel, and so SMART should expect to pay higher prices for CNG.

The state of Oregon offers a [Transit Vehicle Lifecycle Cost Analysis Tool](#), developed by the Oregon Department of Energy, the Department of Environmental Quality, and Zero Emission Vehicle Interagency Working Group, to help agencies predict the total life cost of a vehicle by fuel type and operating conditions. The tool is focused on 35- and 40-foot buses. SMART could use this tool to tailor inputs such as fully burdened labor costs, inflation rate, fuel costs, annual vehicle miles traveled per bus, infrastructure, and operations and maintenance inputs. However, SMART already has experience purchasing, operating and maintaining both BEB and

Length	CNG	BEB
30'	\$467,047	\$524,305
35'	\$547,904	\$680,397
40'	\$614,277	\$878,567
Average prices for heavy- and medium-duty buses in each length category, plus 10% for delivery and other small charges, taken from the Washington State vehicle price agreement, which is valid through March 2023.		

**Figure 52: Sample prices for CNG and BEB vehicles.**

CNG vehicles, and may find its own local data and experience to be as good a basis for future planning as any statewide tool.

### Vehicle Delivery Delays

Price is but one barrier to procuring new buses. Wait times are, at time of writing, a bigger barrier. Some types and sizes of buses are in very short supply due to the shuttering of some manufacturers, consolidation of others, and supply chain disruptions. Transit agencies are waiting years to take delivery of ordered vehicles.

This is one of the reasons that SMART has kept some of its older vehicles in operation longer, and kept a diverse fleet in terms of fuel and body types. With so much uncertainty about how long it will take to procure replacement vehicles, it is important that SMART keep in its fleet vehicles that can operate its longest routes reliably and efficiently, and that can handle its peak passenger loads comfortably. This may result in some older, diesel, or diesel-hybrid vehicles being kept in the fleet for longer than they otherwise would given SMART's goal of having a 100% alternative-fueled fleet by 2028.

Given that SMART is likely to maintain some diesel and diesel-hybrid vehicles in its fleet for additional years, it may be worth considering using renewable diesel to fuel those vehicles.

## Charging Infrastructure

SMART needs one electrical charger per BEB vehicle, as all BEB vehicles are currently charged overnight. SMART also needs a spare charger, as the chargers occasionally go out of service or require maintenance.

SMART currently has three chargers installed in its maintenance yard and will install a fourth in 2023 at the cost of approximately \$80,000. This will meet the minimum requirement for charging the three BEBs currently in SMART's fleet.

The cost of installing chargers depends greatly on the state of the electrical system to which the charger is connected. If a new transformer is required then the cost for electrical upgrades can be many times the cost of the charger itself. For the 2023 installation, the electrical system is already up to standards. Future installations in the maintenance yard may require additional electrical work and therefore cost more than \$80,000.

In the future SMART can consider the addition of one or more fast chargers. Fast chargers are used on routes so that BEB buses running long routes do not necessarily have to return to the maintenance yard to be charged during the day. The recommended Town Center terminal facility is a place where a fast charger could be

installed to support electric operations of Routes D, E and F, which are not designed to serve the west side Transit Center adjacent to the maintenance yard.

Fast chargers themselves currently cost between \$65,000 and \$150,000, depending on the number of vehicles to be charged. However the electrical upgrades necessary to install any charger at a new facility would be considerable, likely far more than the cost of the fast charger itself. Fast chargers can also be installed at depots to allow for a higher ratio of buses-to-chargers and this may be worth considering in the design of SMART's expanded maintenance yard.

## Administrative Investments

The improvements in the 2028 Network will require a set of accompanying changes to SMART's operation, maintenance and administration.

### Longer Spans of Service

The increase in service proposed in this Plan would obviously trigger a need for more fixed-route and Dial-a-Ride bus drivers. This relates to the increase in the amount of fixed route and Dial-a-Ride service offered on all days, but it also specifically relates to early morning and later evening service:

- While the first and last fixed route bus in service would not be earlier or later than today, there would be many more buses on the road earlier.
- The Dial-a-Ride service day would be longer by 2 hours in the morning and 3 hours in the evening on weekdays (and one hour in the morning and one in the evening on Saturdays). This would be required because the fixed route service provided at that times would be “local” rather than “express” and would therefore require paratransit.
- The early morning and later evening service increases would trigger a need for additional supervisor hours at those times, on weekdays as well as Saturdays.
- A Dial-a-Ride dispatcher would be required for 4 additional hours of the day on weekdays, 13 additional hours on Saturdays.
- At least one supervisor and one dispatcher would be required on Sundays as well.
- As many as 44 new Dial-a-Ride dispatcher hours per week.
- A full-time (40 hours per week) customer service staff person.
- A full-time (40 hour per week) maintenance staff person. (In fact, any increase in service at all, let alone an increase to the level of the 2028 recommendation, will trigger the need for an additional maintenance staff person.)

### Operations Personnel

Adding more fixed route and Dial-a-Ride service on weekdays would not only require more drivers, it would increase the daytime work load for operations staff such as supervisors and dispatchers.

It would also lengthen the operating work day, adding hours to shifts in the mornings and evenings, as the fixed route and Dial-a-Ride spans of service would get longer.

A major increase in staffing would be required on weekends, when both fixed route and Dial-a-Ride increases would trigger additional weekend shifts for staff and a larger team of staff in total.

In addition, the work of administering, managing and communicating about SMART service will increase as the size and usefulness of the system increases.

### Administrative Personnel & Facility

With a nearly three-fold increase in fixed route service (as shown in the table on page 46), and with further increases in DR service, SMART will need to grow its administrative team.

Administrative personnel support passengers, service and operations by providing planning, marketing, financial management, staff management, procurement, and more.

With growth of the administrative team, more space will be needed for their work, both office spaces and flexible space such as training rooms. The SMART administrative facility is currently at capacity so an expansion would be needed in order to provide space for this growth.

### Maintenance Personnel

The planned increase in service hours, service miles and peak vehicles will require additional maintenance staff and supporting equipment, supplies and infrastructure.

The staff who maintain SMART vehicles work on all City of Wilsonville vehicles. There are four mechanics who work Monday through Friday in five 8-hour shifts.

These maintenance staff are at capacity today. Hiring and retaining mechanics has been a challenge, similar to the nationwide and local challenge of hiring and retaining transit operators. SMART currently has an

With the increases in span of service, the increases in quantity of service (and therefore drivers and vehicles on the road), and the additional of Sundays, the recommended 2028 service would trigger the need for:

- As many as 123 new supervisor hours per week.

open position listed for a maintenance service worker. If filled, that will help provide currently-needed maintenance capacity.

The service increases described in this Plan would modestly increase the size of the fleet, which on its own would trigger a need for more maintenance staff, and may also trigger increases in required equipment, storage space, supplies and other infrastructure that supports maintenance. However, the service increases described in this Plan would greatly increase mileage and hours per vehicle, which would trigger more frequent preventative and reactionary maintenance per vehicle and would also increase needed maintenance capacity.

Additional maintenance staff would be needed to support the larger fleet and the greater wear-and-tear on the fleet. Those positions would be:

- Maintenance Hostler
- Equipment Mechanic
- Shop Foreperson

These positions cannot be added smoothly, one hour at a time, as service increases are implemented. The need for an additional full- or part-time position may be triggered by a small increase in service.

## Regional Customer Service Center

SMART is currently in the planning stages of developing a regional customer service center that will handle customer service requests across multiple south metro transit providers. When the regional customer service center opens at the earliest in 2025, SMART will need to add more staff to operate the customer service center. The service increases recommended for 2028 would also trigger a need for additional customer service staff. The addition will relieve SMART's current dispatchers to focus solely on dial-a-ride scheduling and not general customer service as well.

An associated project, a trip planning tool at [rideclackamas.org](http://rideclackamas.org), will be connected to the regional customer service center and maintained by the same agency partners. It will provide a one-stop-shop for information about service, fares, rules and trip planning for all of the small Clackamas County transit providers.



## Maintenance Yard

SMART's fleet and administrative facility was built in 2012 to match the funding available at the time. It is near the Wilsonville Transit Center.

Planning is underway to improve the circulation for fueling, vehicle storage, and system growth in general. There is enough land to expand bus storage by about 40%, which is sufficient to accommodate the service increases and fixed-route peak fleet increase proposed by this Plan.

In the yard, there are currently three chargers for the electric buses. A fourth charger will be installed in FY 2023.

In addition, the administrative building will need to be evaluated for space and potential expansion as personnel and service expands.

Preliminary design and cost estimates for the maintenance yard expansion are currently in development and expected to be complete in 2023.

## Technology and Public Information

SMART staff are satisfied with most of the software used on-board transit vehicles, as well as software for operations and planning. SMART uses the vendor GMV for automatic vehicle locators (AVL), automatic

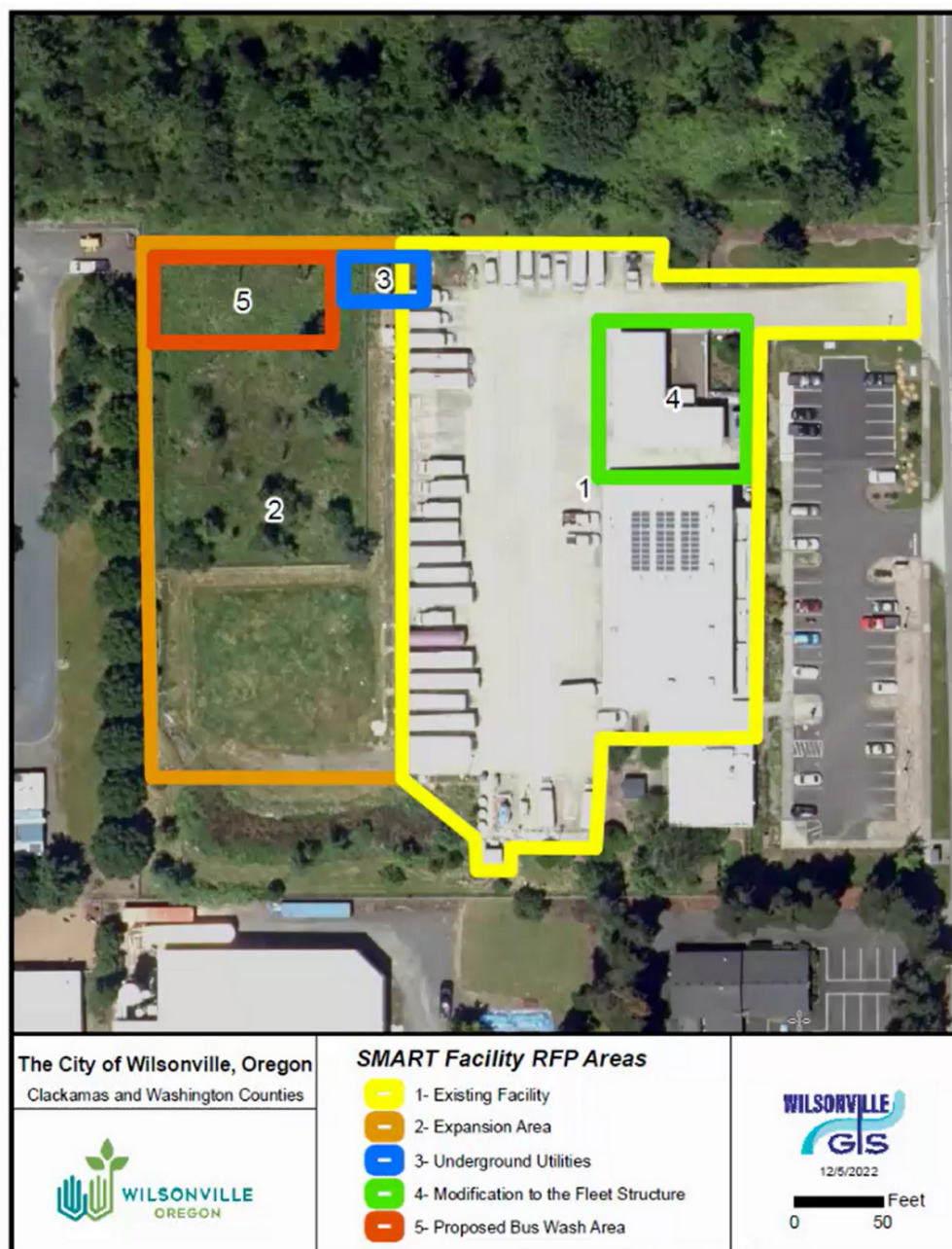


Figure 53: SMART Maintenance Yard Future Site Plan

passenger counters (APC) and mobile data terminals (MDT) on buses. GMV also provides real-time bus arrival information and can be used for booking subscription riders, paratransit dispatching, and driver logs. Staff use Optibus for fixed-route scheduling and mapping.

SMART is ordering digital displays to provide next bus information at the busiest bus stops. SMART also plans to replace its on-board surveillance system.

## Real Time Bus Tracking

SMART currently has a bus tracking app, mySMARTbus, which is available to download for free from the Apple Store or Google Play. Real time bus information is also accessible on the [mySMARTbus](#) website.

Most smartphone users rely on navigation apps to provide them with information when they travel or move to a new city, such as Google Maps, Apple Maps, Transit App or Moovit. In the future, we recommend that SMART focus on providing reliable open data on its services via GTFS and GTFS-realtime feeds, so that people do not need to discover and download an additional app to find transit information.

## Small Terminal Facility in Town Center

The 2028 network in this Plan includes two routes (E and G) that would have one terminus in the Town Center east of I-5 (Route E's other end would be in Keizer, and Route G's other end would be in Villebois). Routes A, B, D and F would pass through the Town Center. This area is shown in the excerpted map of the 2028 network in **Figure 54**.

The area marked on the map in **Figure 54** with a "T", representing the place where Routes E and G would end and other routes would pass through, is approximately at the intersection of Park Place and Courtside Drive. It is a 1.5 mile walk from the existing Transit Center / WES station on the west side of I-5.

Plans for a pedestrian and bicycle bridge over I-5 would shorten the walk from the Town Center to the west side Transit Center to a little less than one mile. SMART also plans to offer a small autonomous shuttle vehicle over the pedestrian bridge, to help those who have difficulty walking make connections between the Town Center and the west side transit center. However, engineering and construction of the pedestrian bridge are unfunded and it may not be built for years to come.

Normally a transit agency would not want

two transit centers so close to one another. However, the severely divided nature of Wilsonville – with I-5 acting as a barrier between the two sides of the city – makes it an unusual case in which transit centers that allow routes to terminate, and passengers to transfer, on either side of the barrier could make the transit network simpler and more reliable.

The purpose of this small east side facility would be to:

- Eliminate the obligatory passage of all buses under I-5 on Wilsonville Road, regardless of whether that movement is useful to passengers, simply because they need to reach the Wilsonville Transit Center. Wilsonville Road at I-5 is extremely congested and causes delay.
- Make the Wilsonville Road route

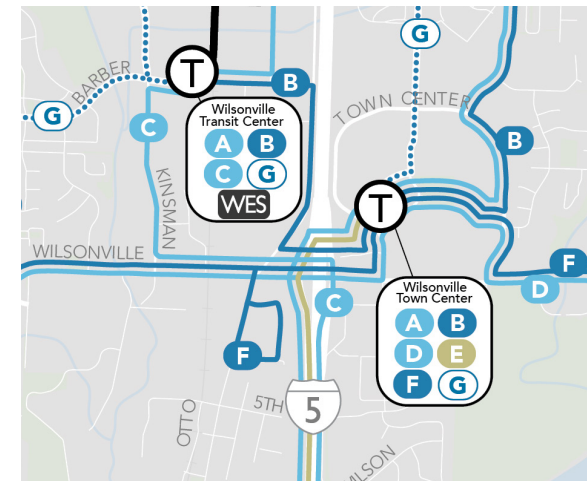


Figure 54: Central Wilsonville excerpt of the 2028 Network Map

(currently called Route 4, or proposed Routes D and F in this Plan) more direct by replacing the time-consuming deviation to the west side Transit Center with a smaller deviation onto Park Place. Wilsonville Road travelers bound for places in north Wilsonville, Tualatin or Tigard could transfer to Routes G or B at the Town Center.

- Provide shelters and seating where passengers can transfer from a local bus trip to a regional bus trip.
- Create a terminus for certain routes where bus drivers could take breaks, and passengers could make transfers.

## Site Guidelines

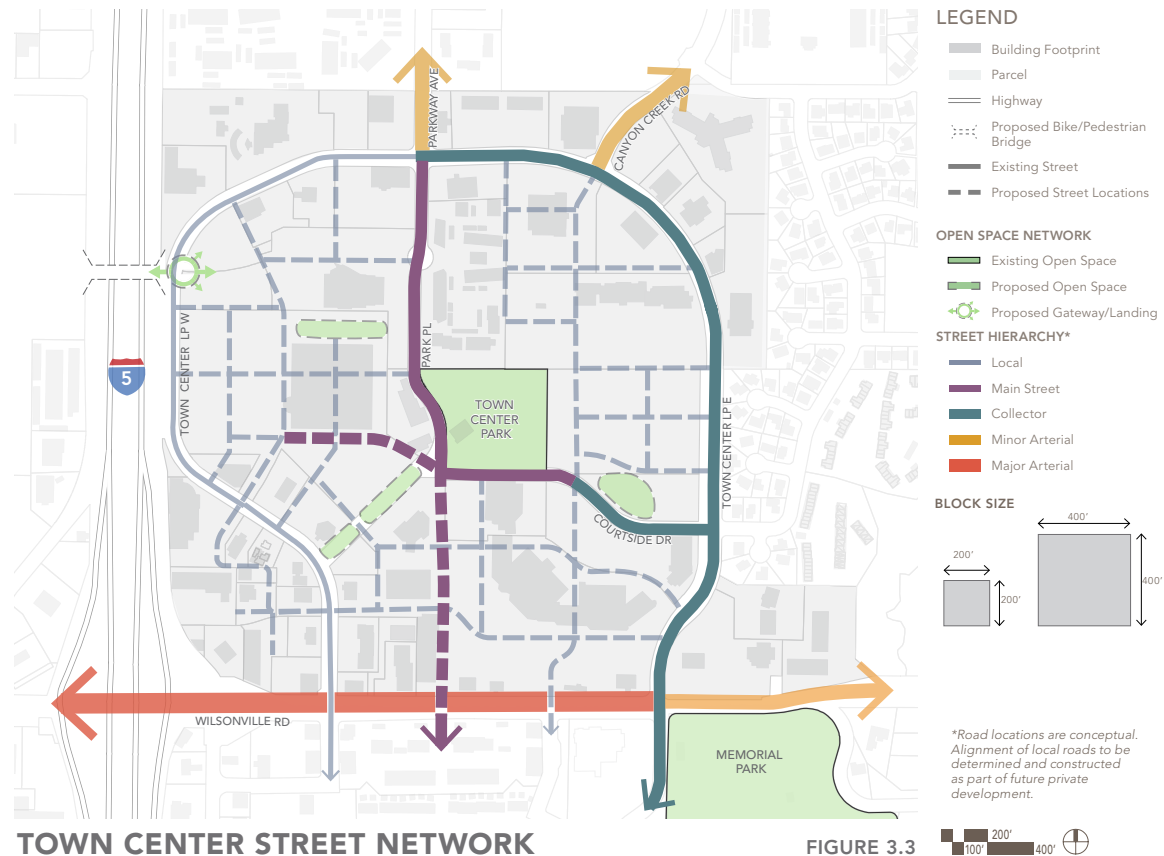
While the precise site can be determined in a later process, the appropriate site should be:

- On or very close to Wilsonville Road, to minimize out-of-direction travel for passengers using the Wilsonville Road bus route.
  - The ideal, unconstrained location would in fact be on Wilsonville Road itself, between Memorial Drive and Town Center Loop W. This would allow all bus routes to be as linear as possible while still connecting. However, it seems unlikely that the City of Wilsonville would be able to dedicate the necessary amount of road width

to laying-over buses, sidewalk width for passenger shelters, and adjacent land for the operator facility. The second-best location, in terms of route directness, is along Park Place or Courtside Drive, where more land is currently used as surface parking and where curb lines are planned to change

anyway.

- In the middle of the Town Center, to minimize walking distances to people and destinations in every direction.
- Not directly adjacent to I-5 (such as on Town Center Loop W), for two reasons:
  - To maximize the number of



24 \ CITY OF WILSONVILLE TOWN CENTER PLAN

Figure 55: Planned Street Network from the City of Wilsonville's Town Center Plan 2021

destinations within walking distance (the freeway acting as both a barrier and an empty area in a bus stop's walkshed) and

- o To avoid duplicating service provided to the west side of I-5. (Once a pedestrian bridge is added over the freeway, the west side of the Town Center will be walking distance from SW Boones Ferry Road).

Many changes to the Town Center are contemplated by the City's Town Center Plan, last updated in 2021 (the planned street network is shown in **Figure 55**). The implementation of that plan should take into account the need for a small bus route terminus in the Center, and the guidelines given above for choosing its precise location.

## Two Centers

The names of the existing (west side) and new (east side) transit centers should be carefully considered.

- "Wilsonville Transit Center" and "Wilsonville Town Center" are easy to misread at a glance, and have the same abbreviation.
- "SMART Central Station," is the old name for what is now called the Transit Center, but it is not very "Central."
- The "Station" refers to WES, but the future of WES is uncertain, so a long-lasting name should not depend

on it.

- If there are two places in a city that an ordinary person would describe as "transit centers" then neither should be given the name "Wilsonville Transit Center" as it fails to differentiate them.

For now, in planning work, we suggest distinguishing the two facilities by referring to their respective locations, on the west and east sides of the city.

## Where in the Town Center?

The best location for this site would be either on Wilsonville Road, just south of the Town Center, or along the street currently known as Park Place. (The hypothetical site has been marked along Park Place on maps of the 2028 network.) The site would be small, just large enough for a few routes to terminate and for a modular break room.

If the site is off-street, the needed infrastructure and bus movements could be accommodated in a site as small as 10'x32'. If the site is on-street, then linear space in the right-of-way would be used to lay-over (park) buses, while a smaller space outside of the right-of-way would be needed for the modular break room only.

Consideration for how operators would access the locked facility, and whether and how any operator reliefs (with one operator replacing another on the same route/vehicle) would happen there, should

also be a part of the planning and costing process.



## Off-Street Facility Near Park Place & Courtside Drive

If the site is off street, along Park Place or Courtside Drive (shown below) then the bus stops on those two streets could mostly remain in place.

The off-street site would need to be configured so that two buses could occupy it at the same time, and pass one another if necessary. The layover spaces for the two buses would be close to the operator break room. The buses would need to be able to turn around on the site, and exit in either direction (since Route G

heads north, and Route E heads south). A drawing of an example bus turn-around and layover area is shown in **Figure 57**, drawn for a site that is approximately 350 feet long (including the driveway at the top of the drawing) by 140 feet wide.

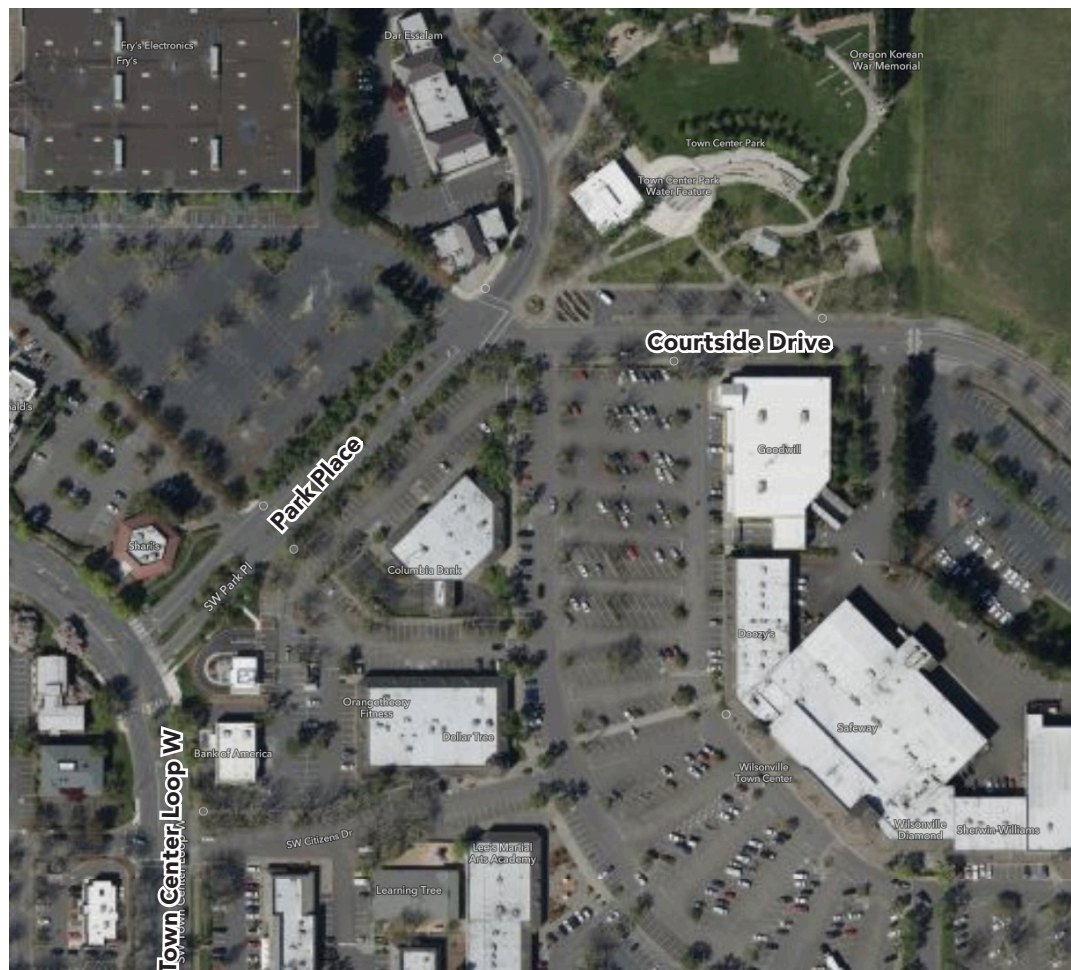


Figure 56: Potential Area for an East Side Terminal Facility in the Town Center

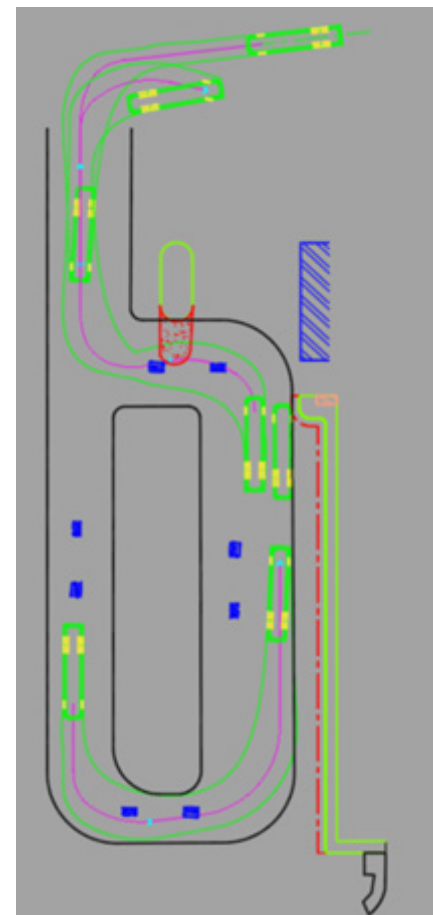


Figure 57: Bus circulation allowing for turn-around and layover in an example off-street terminal site.

For an off-street site in this area, the existing on-street bus stops could be maintained as the places where passengers would board and alight from buses, rather than in the terminal facility itself.

- Route A, B, D and F buses would run through and make stops on Park Place/ Courtside Drive, and would not enter the facility at all.
- Route E buses would make stops on Park Place before turning into the facility to terminate and turn around.
- Route G buses could serve new stops on Park Place, close to the intersection with Courtside Drive, before pulling into the facility to terminate and turn around.

While the existing stop locations could be retained, the stops would need to be improved based on SMART's usual standards for providing amenities at bus stops. We expect that shelters, benches and trash cans would be justified by ridership within a few years of introducing the 2028 network routes.

Ideally, the bus stops on these streets would also be closer to one another, to facilitate easy transfers. However, the current configuration of the area makes this difficult to change:

- The current design of the Park Place/ Courtside Drive intersection seems to preclude placing bus stops close to the intersection on Courtside Drive, for

both directions.

- The wide driveway at that same intersection, into the Goodwill parking lot, eliminates a possible location for an eastbound stop.
- The angled parking at Town Center Park eliminates the possibility of stops on Courtside Drive that are closer to Park Place.

In consultation with City planners, SMART should evaluate the best potential sites for this terminal facility, and how bus stops served by buses in both directions (whether on Courtside Drive and Park Place, or other streets) could be moved close together to facilitate easy and intuitive transfers by passengers.

## On-Street Facility on Wilsonville Road

If the goal is to make transit as useful as possible to the maximum number of people, then the ideal location for this terminal facility is not off of Park Place or Courtside Drive, but rather on Wilsonville Road itself (shown below in **Figure 58**) between Town Center Loop W and Memorial Drive.

This would make it possible for bus routes to be more linear and faster, especially routes that would *not* terminate in the Town Center.

Routes could stay on Wilsonville Road, rather than deviating to the north to serve Courtside Drive and Park Place. This would save passengers time, and also make the routes more efficient to operate for



Figure 58: Potential Area for an East Side Terminal Facility in the Town Center



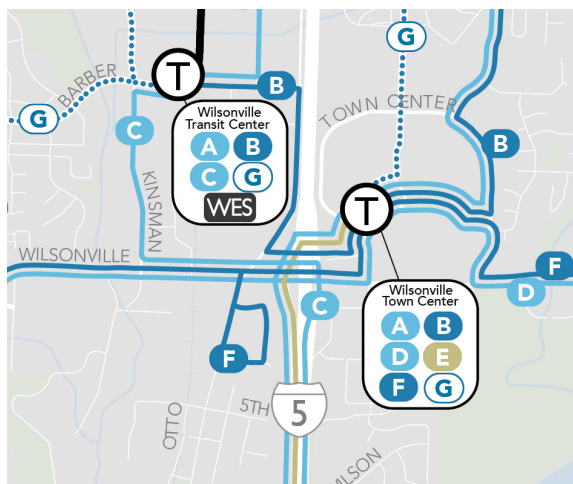


Figure 59: Central Wilsonville Excerpt of the 2028 Network Map

SMART, which in the long run supports higher frequencies.

Buses would still use the local streets of the town center in order to turn around, but the bus stops for terminating routes would be on Wilsonville Road.

In this case, spaces on both sides of Wilsonville Road would be needed for buses to layover (park) while drivers took a break. Improved bus stops for passengers would be needed on the sidewalks near these layover spaces. And, crucially, a nearby break room would be needed for bus operators so that they would have a short walk to and from their break. The break room may need to be on private property, or on City property, but regardless it would not fit in the right-of-way of Wilsonville Road itself.



Figure 60: Example of a Modular Break Room, 10' x 36'

## Modular Building

Most of the costs of a terminal facility are likely to arise from changes to the streetscape or traffic controls, rather than from the facility itself. SMART will need to work with City planners and engineers to identify and evaluate possible locations, and estimate costs for both the terminus infrastructure and any needed street or engineering changes.

The facility would not necessarily require substantial construction and could be physically small, but it should be built with basic comforts that allow SMART to use it

for driver meal breaks rather than returning to the Wilsonville Transit Center break room. To that end, it should include:

- A restroom. If vehicles are scheduled with overlapping layover at the Town Center, then two small restrooms may be important for operator comfort and health.
- A small break space, with seating, a table, and access to potable water, electricity and a way to warm food.
- Electricity for air conditioning and heating and plumbing for the

bathroom and potable water for drinking would be needed.

- Wifi connectivity.
- Cleaning, first aid, and bathroom supplies.

Recognizing that the utility hookups have a one-time cost, the building itself could be a modular one to minimize construction costs. An example of the type of modular building that could be used as an operator break site is shown in **Figure 60**.

Modular buildings come in many configurations that can be plumbed with septic underneath. Electricity will require a tie in, and the best precise location for the facility may be influenced by where on the property is the closest junction, pedestal, or transformer box. Inside the modular building, a pre-fab wall for a separate quiet area or field supervisor office could be included.

Approximate costs for this facility would be \$124,000. This includes the modular building, minor sidewalk improvements, moving and re-installation of bus stops, a new bus shelter, minor asphalt striping, and other miscellaneous labors. This would include electrical and water hook-up but not sewer hook up. Additional costs would occur for operation and maintenance of the building.

The actual cost to create this facility will obviously vary greatly depending on where exactly the facility is located, whether

there are property leasing or acquisition costs, how suitable the streetscape is for bus stops and passenger transfers, and whether any traffic engineering changes are needed to allow for new bus movements at intersections.

Using a lower-cost modular building for this facility, rather than building a permanent structure, would be especially prudent if the best terminal site that can be developed by 2028 is not the same as the best site in the long-term Town Center Plan. Rather than wait to offer the service improvements described in this Plan until the Town Center Plan is built out, which could take decades, SMART could move forward with an interim, lower-cost but still comfortable facility.

### Future Town Center Redevelopment

Much larger changes to this site example will need to be discussed once the Town Center Plan is implemented at the very least because “Park Place” will become a directly north-south street (shown in dashed purple on the map at right, which is repeated from an earlier page for easy reference).

The example location we have identified on the current, diagonal “Park Place” is planned to become a parkway for walking and cycling only (shown in green on this map).

Many European cities have incorporated

buses into such car-free parkways. The possibility of continuing to run bus service on the diagonal, old “Park Place” should not be dismissed out of hand.

However, the north-south “Park Place” would also be a suitable alignment for the proposed 2028 bus routes, especially if priority is given to buses turning on and off of Wilsonville Road. The new north-south “Park Place” would also be an appropriate site for passenger transfers and the terminal facility.

Finally, as mentioned above, if all of these improvements (layover spaces for buses, shelters and benches for passengers, and an operator break room) could be placed on Wilsonville Road and adjacent property, between Memorial Drive and Town Center Loop W, that would be ideal to support the 2028 Network and maximize potential ridership and access to transit. That idea may be worth considering in the context of the Town Center Plan as well, depending on the scale of change City staff expect will result from this Plan.

The recommendation for a small Town Center terminal facility, and more generally for improved transit service to and through the Town Center, is supportive of the Town Center Plan overall. The two Plans will need to be further harmonized and implemented together.



## Transportation Options, Marketing & Information

SMART does more than just operate fixed-route and demand-response transit services. This section describes some of the other programs SMART administers that would continue through the period of this Plan.

SMART supports the statewide “Get There Challenge,” which incentivizes non-single-occupancy-vehicle use. People who use other modes, such as vanpooling, carpooling, cycling or transit, can qualify for rewards, during two weeks in October.

### Vanpool

Vanpool options are available to commuters who begin or end their trips in Wilsonville.

SMART offers up to a \$500 per van/per month subsidy to help start more vanpools coming into and out of Wilsonville. Vanpools with at least five passengers in the group can lease a vehicle from Commute with Enterprise, with no long term commitment required.

### Safe Routes to Schools (SRTS)

SMART delivers SRTS programming. SRTS is a nation-wide program that encourages and educates children and parents on the

benefits and safety knowledge of walking and rolling (skateboard, bike, scooter, carpool, and school or SMART bus) to and from school. SMART hosts Walk+Roll to School Day events and challenges to promote active transportation.

The SRTS program improves transportation for students, parents, and staff and also reduces the number of driving trips to and from schools to improve air quality and congestion. SMART is working to ensure safe, healthy, and equitable outcomes for all participants including historically marginalized groups.

### Travel Training

SMART has partnered with Ride Connection’s RideWise Travel Training Program to provide information and training to support independent public transit use at no cost. The program is aimed at training older adults and people with disabilities to inform them about their transit options, and help participants feel comfortable with using SMART.

The RideWise Program offers personal, one-on-one travel training and group transit trips to help participants learn about fares, trip planning, accessibility, and how to use trip planning apps.

RideConnection also provides specialized shuttle services. One such shuttle serving Clackamas County near West Linn could connect with the proposed Route D at one of multiple places along the route, for

example Legacy Meridian Medical Center or downtown West Linn.

### Transit Service Marketing

Marketing and public information are key elements in maintaining and increasing ridership. SMART can provide service that effectively meets passengers’ needs, but if people don’t know it’s there, they won’t use it. As Wilsonville continues to grow, there are also many new residents and employees who may not have previously heard about SMART. There is great opportunity to leverage outreach efforts through coordination with other providers and existing resources. The actions that need to be taken in order to get the information to the intended audience are often very inexpensive and represent a good value in terms of increased ridership.

SMART services are marketed through various efforts, including through printed informational materials, social media, attending community events, and providing information on the SMART website.

## Safety and Enforcement

While SMART’s services and facilities are generally safe and without patterns of concerning incidents or behaviors, SMART should continue to pursue trainings, best practices, policies and procedures to maintain a high level of safety on buses, around

bus stops and at SMART facilities.

Special attention should be paid to providing a safe environment for women and young people. A [study](#) completed in 2019 for Metro, in Los Angeles, made the case that “women tend to bear outsized burdens and risks in the course of their daily travel. Being cognizant of how women travel can help ensure SMART provides a welcoming environment at all hours of operation. For example, women tend to take more trips than men, which means there is a greater chance of exposure to travel incidents. They are also more likely to be traveling with children. Service design that helps minimize time, cost, and physical burdens of travel will improve the travel experience for all, not just women and children.

Signage at major transit stops should instruct people in how to make transfers to other transit vehicles or how to walk to major destinations. Such signage reduces the vulnerability of occasional or first-time travelers, and improves their comfort and confidence in their trip. The real-time arrival boards that SMART is planning to install at major bus stops can also help with this.

Additional signage at major transit facilities should instruct people how to seek help, and should be visible, current, and translated into Spanish, at a minimum.

The routes proposed in the 2028 Network extend far into other agencies’ service

areas, and far beyond the immediate reach of Wilsonville Police and other City staff who could help respond to emergencies or provide aid to passengers and operators. SMART, TriMet, Canby Area Transit, Woodburn Transit and Cherriots should have recent agreements in place at shared stop locations indicating the protocol for a safety incident or threat.

SMART has been fortunate not to have experienced an increase in challenging interactions since the pandemic, as have many other urban transit agencies. The 2028 Network is expected to be more useful to a greater number of people, and would naturally therefore bring SMART staff in contact with safety and social challenges that have been uncommon on more specialized, lower-ridership routes in the past. Additional training and support for SMART staff would be appropriate as part of implementing the 2028 Network.

We recommend that SMART review studies published by the Federal Transit Administration and other transit agencies to continue staying informed on current safety strategies. SMART and TriMet staff should routinely discuss and collaborate on safety approaches, especially in the “border” areas where the two agencies’ routes overlap and where they share facilities.

Additional resources for SMART staff are the [Transit Cooperative Research Program Synthesis 121: Transit Agency Practices in Interacting with People Who Are](#)

[Homeless](#), and ongoing training and discussions organizing by the American Public Transit Association (APTA) and Oregon Transit Association.

Human trafficking is a crime in which someone is coerced or forced to work, and this criminal activity is known to be concentrated along the I-5 corridor in Oregon, Washington and California.

SMART signed onto the USDOT’s Initiative against Human Trafficking in 2021 and conducted all-staff training in 2022. Ongoing training and awareness campaigns should be supported. SMART could develop materials for riders on how to identify and report potential risks, and promote an awareness campaign during National Human Trafficking Prevention Month in January.

Other Oregon transit agencies also located along I-5 (such as TriMet, Cherriots, Lane Transit District and Rogue Valley Transit District) may have information to share as well.

## **6. Financial Context and Project Costs**

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There are a number of funding sources available for the various types of improvements recommended in this plan. Since many people throughout Oregon enjoy the amenities of the greater Wilsonville region, the City has taken a financial approach that spreads the costs of public transit among property owners, businesses, overnight and day visitors, transportation systems users, and local, state, and federal governments.

The five major available funding categories are federal funding (formula and discretionary grant programs), state funding, regional/local funding, and private funding sources/partnerships. The most relevant and promising sources to fund improvements proposed in this Plan Update for 2023-2028 are described below.

Capital rolling stock, such as vehicles and equipment replacement, can be purchased with a match of up to 85% of the cost by Federal and state sources.

Federal, State, Private/Partnership and Local sources of transit funding are described in turn by the tables on the following pages.

### **Federal Funding (Discretionary Grant Programs)**

The Infrastructure, Investment, and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL), was signed in November of 2021 and is the current federal transportation funding bill. The law replaced Fixing America's Surface Transportation Act (FAST) and will add an additional \$550 billion to transportation, broadband, and utility investments across the United States. This funding will be distributed from FY 2022 through FY 2026 via a competitive grant application process. Several of the most relevant funding sources are described in the following sections.

Funding Source	Amount	Match Required	Eligible Projects	Notes
5339(b) Federal Transit Administration Discretionary Buses and Bus Facilities Infrastructure Investment Program	Varies based on year. No current update for 2023.	15% for vehicles; 10% for bus-related equipment and facilities.	<ul style="list-style-type: none"> <li>Capital projects to replace, rehabilitate, purchase, or lease buses, vans, and related equipment.</li> <li>Capital projects to rehabilitate, purchase, construct, or lease bus-related facilities.</li> </ul>	Recipients of 5307 funding may apply directly to the Federal Transit Administration.
5339(c) Federal Transit Administration Discretionary Low or No Emission Program	Varies based on year. No current update for 2023.	15% for vehicles; 10% for bus-related equipment and facilities.	<ul style="list-style-type: none"> <li>Purchasing or leasing low- or no-emission buses.</li> <li>Acquiring low- or no-emission buses with a leased power source.</li> <li>Constructing or leasing facilities and related equipment (including intelligent technology and software) for low- or no-emission buses.</li> <li>Constructing new public transportation facilities to accommodate low- or no-emission buses.</li> <li>Rehabilitating or improving existing public transportation facilities to accommodate low- or no-emission buses.</li> </ul>	Recipients of 5307 funding may apply directly to the Federal Transit Administration.
Rebuilding American Infrastructure with Sustainability and Equity (RAISE)	Minimum award is \$5 million in urban areas. No more than \$345 million per state.	20% excluding local areas.	<ul style="list-style-type: none"> <li>Highway, bridge, or other road projects eligible under title 23, United States Code.</li> <li>Public transportation projects eligible under chapter 53 of title 49, United States Code.</li> <li>Passenger and freight rail transportation projects.</li> <li>Planning, preparation, or design of eligible transportation capital projects.</li> </ul>	Funding is obtained via an application to USDOT.
Safe Streets and Roads for All (SS4A)	FY 2023 Notice of Funding Opportunity to open in spring 2023.	20%.	<ul style="list-style-type: none"> <li>Creating action plan to prevent roadway fatalities and serious injuries.</li> <li>Funding and implementing specific projects previously identified in the action plan.</li> </ul>	Funding is obtained via an application to USDOT.

Figure 61: Federal Discretionary Grant Funding Programs

Funding Source	Amount	Match Required	Eligible Projects	Notes
STBG Discretionary Bus Replacement Program	Funding varies based on solicitation year. No current update for 2025 – 2027 solicitation.	10.27% for STBG.	<ul style="list-style-type: none"> <li>Vehicle replacements that were purchased through ODOT Public Transportation Division and have ODOT on the title as first security interest holder.</li> </ul>	ODOT receives funds from the FHWA's STBG program, then allocates those funds to agencies via a competitive application process. The funds are transferred into FTA Sections 5310, 5311, or 5307.
Statewide Transportation Improvement Fund Discretionary	Varies based on Oregon payroll tax revenue. Revenues stream from 5% of Statewide Transportation Improvement Fund.	20% of project's total costs. Eligible for 10% match if project meets certain characteristics.	<ul style="list-style-type: none"> <li>Vehicle purchase.</li> <li>Equipment purchase.</li> <li>Facility purchase.</li> <li>Signs/shelters purchase.</li> <li>Planning.</li> <li>Project administration.</li> <li>Operating.</li> <li>Preventive maintenance.</li> <li>Mobility management.</li> </ul>	Funding is obtained via an application to a Qualified Entity (TriMet), then to ODOT.
Statewide Transit Network Program	Varies based on Oregon payroll tax revenue. Revenues stream from 4% of Statewide Transportation Improvement Fund and FTA 5311(f).	20% of project's total costs. Eligible for 10% match if project meets certain characteristics. If receiving 5311(f) funds, must provide 50% match for operations projects and 20% match for capital projects and project administration.	<ul style="list-style-type: none"> <li>Vehicle purchase.</li> <li>Equipment purchase.</li> <li>Facility purchase.</li> <li>Signs/shelters purchase.</li> <li>Planning.</li> <li>Project administration.</li> <li>Operating.</li> <li>Preventive maintenance.</li> <li>Mobility management.</li> </ul>	Funding is obtained via an application to ODOT.

Figure 62: State Discretionary Grant Funding Programs (continued on next page)

Funding Source	Amount	Match Required	Eligible Projects	Notes
Transportation and Growth Management (TGM) Program	Varies based on formula that considers number of cities and the population within a region. Common award amounts are \$100,000 to \$250,000.	12%.	<ul style="list-style-type: none"> <li>Planning work leading to local policy decisions. Projects should result in the development of an adoption-ready plan or land use regulation or amendments to an existing plan or land use regulation.</li> </ul>	Funding is obtained via an application to ODOT / Oregon Department of Land Conservation and Development (DLCDD).

Partners	Eligible Projects	Notes
Developers / Transportation System Development Charges	<ul style="list-style-type: none"> <li>Infrastructure within or related to new developments which improves transit usefulness and accessibility.</li> </ul>	<p>Opportunity to incorporate desired transit facilities into new developments to improve transit amenities on existing or planned routes.</p> <p>For example, sidewalks and bus pads on Stafford Road would allow SMART to place bus stops to serve residents of new Frog Pond developments.</p>
Local school district	<ul style="list-style-type: none"> <li>Safe Routes to School (SRTS) plans.</li> </ul>	Opportunity to meld transit with SRTS planning and collaborate with the West Linn-Wilsonville school district to expand transit access to students, for example by deviating proposed Route D to serve a new district high school at times that suit the school schedule.

Figure 63: Potential Partnerships or Other Sources of Support



## Local Wilsonville Funding

The City of Wilsonville funds transit service chiefly through a local payroll tax and self-employment tax, also called the “transit tax.” It is applied at a rate determined by the City Council and the rate has been set at 0.5% of wages.

The amount of money available is directly linked to the total wages earned each year. According to the Wilsonville 2022-23 Adopted Budget, the wage base growth has grown an average of 4.3% each year since FY 2008-09. The budget for future years has payroll tax receipts set to increase at 2%, a conservative assumption.

## Transit Fund Forecast 2023-2028

The table on the following page summarizes the Wilsonville Transit Fund recent Actuals and Forecasts. It shows Revenues (“Resources”) and Requirements (“Expenditures” and “Transfers to other funds”) for the Transit Fund over the past three and coming five fiscal years, through FY 2026-27. This forecast was prepared in the first half of 2022 and is part of the adopted FY 2022-23 budget.

The Transit Fund in Wilsonville is made up of three main revenue sources: the local payroll tax, intergovernmental revenue (which includes grants from Federal and State sources described on previous pages), and charges for services. The local payroll tax and the intergovernmental revenue together represented 99% of the

Funding Source	Amount	Eligible Projects	Notes
Transit payroll and self-employment tax	\$0.005 rate on gross payroll earnings.	<ul style="list-style-type: none"> <li>Transit capital projects.</li> <li>Transit operations.</li> </ul>	Funds are raised through payroll taxes paid by businesses in the City.

Figure 64: Wilsonville’s Local Payroll Tax

total funding, approximately 55%, and 44%, respectively.

## Statewide Funding

Intergovernmental revenue includes state and federal grants and contracts, especially the Statewide Transportation Improvement Fund (STIF). Enacted by the State Legislature as HB2017 “Keep Oregon Moving,” STIF provides a dedicated source of funding to expand public transportation through a 0.1% statewide payroll tax on employees. The Oregon Department of Transportation disperses STIF funds through formula and competitive grants. Thanks to this funding source, the SMART Transit Fund is keeping up with expenditures and offers potential to expand service in coming years.

In FY 2022-23, SMART forecasted \$1,428,000 from formula funds and an award of \$300,000 in competitive STIF funds. SMART has forecasted \$300,000 annual revenue from competitive grants each year beginning in FY 2023-24, which is lower than actual competitive grant receipts from STIF from 2020-2022. Forecast grants from Federal and other

sources start at \$750,000 in 2022-2023 and grow gradually in future years, but are forecast to be considerably lower than actual received grant amounts in prior years.

TABLE 5 - Transit Fund Forecast

	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22	Forecast 2022-23	Forecast 2023-24	Forecast 2024-25	Forecast 2025-26	Forecast 2026-27
Beginning fund balance	3,592,929	4,595,626	5,084,730	7,505,702	\$ 7,536,271	\$ 7,263,781	\$ 6,973,383	\$ 6,707,951	\$ 6,422,500
<b>RESOURCES</b>									
Revenues:									
Transit tax	\$ 5,026,869	\$ 4,902,080	\$ 5,050,000	\$ 5,000,000	\$ 5,100,000	\$ 5,202,000	\$ 5,306,040	\$ 5,412,161	\$ 5,520,404
Intergovernmental:									
STIF Formula	-	-	1,800,000	1,400,000	1,428,000	1,456,560	1,485,690	1,515,400	1,545,710
STIF (competitive)	-	-	1,300,000	530,000	300,000	300,000	300,000	300,000	300,000
Grants (#5307, TDM, Ot)	3,381,180	3,463,450	2,196,588	2,034,104	750,000	757,500	765,075	772,726	780,453
Intergovernmental Total	3,381,180	3,463,450	5,296,588	3,964,104	2,478,000	2,514,060	2,550,765	2,588,126	2,626,163
Charges for services	206,399	140,935	170,000	-	-	-	-	-	-
Investment income	106,952	134,123	31,100	75,000	37,681	36,319	34,867	33,540	32,113
Miscellaneous	47,061	177,415	21,000	21,000	15,000	15,000	15,000	15,000	15,000
<b>Revenue Total</b>	<b>\$ 8,768,461</b>	<b>\$ 8,818,003</b>	<b>\$ 10,568,688</b>	<b>\$ 9,060,104</b>	<b>\$ 7,630,681</b>	<b>\$ 7,767,379</b>	<b>\$ 7,906,672</b>	<b>\$ 8,048,826</b>	<b>\$ 8,193,680</b>
<b>REQUIREMENTS</b>									
Expenditures:									
Personnel services	\$ 3,384,655	\$ 3,736,261	\$ 4,106,110	\$ 4,251,900	\$ 4,336,938	\$ 4,467,046	\$ 4,556,387	\$ 4,693,079	\$ 4,786,940
Materials & services	1,732,360	2,416,826	2,268,268	2,118,188	2,120,306	2,122,426	2,124,549	2,126,673	2,128,800
Capital outlay	2,071,020	69,667	2,629,941	1,990,000	787,500	793,125	798,806	804,544	810,340
Expenditures Subtotal	7,188,035	6,222,754	9,004,319	8,360,088	7,244,744	7,382,598	7,479,742	7,624,296	7,726,080
Transfers to other funds:									
General Fund	543,250	567,310	594,370	585,240	599,871	614,868	630,239	645,995	662,145
Building Capital Fund	34,479	58,608	214,493	84,207	58,556	60,312	62,122	63,985	64,625
Transfers Subtotal	577,729	625,918	808,863	669,447	658,427	675,180	692,361	709,980	726,770
<b>Expenditures Total</b>	<b>\$ 7,765,764</b>	<b>\$ 6,848,672</b>	<b>\$ 9,813,182</b>	<b>\$ 9,029,535</b>	<b>\$ 7,903,171</b>	<b>\$ 8,057,777</b>	<b>\$ 8,172,104</b>	<b>\$ 8,334,277</b>	<b>\$ 8,452,850</b>
NET (Revenues less Expenditures)	1,002,697	1,969,331	755,506	30,569	(272,490)	(290,399)	(265,432)	(285,451)	(259,171)
<b>Ending fund balance</b>	<b>\$ 4,595,626</b>	<b>\$ 6,564,957</b>	<b>\$ 5,840,236</b>	<b>\$ 7,536,271</b>	<b>\$ 7,263,781</b>	<b>\$ 6,973,383</b>	<b>\$ 6,707,951</b>	<b>\$ 6,422,500</b>	<b>\$ 6,163,329</b>
Financial Policy Minimum	1,023,403	1,230,617	1,274,876	1,274,100	1,291,500	1,317,900	1,336,200	1,364,000	1,383,200

Figure 65: City of Wilsonville Transit Fund Actuals and Forecasts, FY 2018-19 through FY 2026-27

## Service and Capital Projects

This section provides cost estimates for investments that could be made towards implementation of the 2028 recommendation.

This cost estimates are approximate. Actual cost estimates will be developed at the time, based on resolved details related to scheduling of transit services, vehicles and staff, and then-current costs for labor, materials and/or construction.

**“Table 1: Service Increases” on page 88** describes potential marginal increases to service frequency, span or capacity as SMART works to implement the full 2028 service vision. This table covers both fixed route (FR) improvements and Dial-a-Ride (Demand Response, DR) improvements. Some DR improvements would be required to complement fixed route improvements, per the American’s with Disabilities Act.

The costs in Table 1 are estimated based on the hours that buses and drivers would be in service, Revenue Hours (RH). Actual labor hours will be longer, and the number of full-time drivers hired to provide this service would not be so simple as the total RH divided by 40 hours per week. Operating costs are calculated based on estimated Revenue Hours of service and the average operating costs for 2022,

which differ for fixed route and demand response. Costs per RH will change over future years.

Table 1 indicates when one or more additional vehicles may be needed, and when overhead positions may need to be added due to a change or increase in service.

**“Table 2: Assumed Costs per Service Revenue Hour” on page 90** shows the average costs per Revenue Hour of service which were used to estimate operating costs in Table 1.

**“Table 3: Costs for New Overhead Personnel” on page 91** shows the fully-loaded annual 2023 salaries of full-time overhead personnel. These personnel cannot be added incrementally as service is increased incrementally. Service increases may trigger the need for one or more additional personnel, at part- or full-time.

**“Table 4: Capital Projects and Investments” on page 92** provides rough estimated 2023 costs for the major capital projects recommended by this Plan.

**Table 1: Service Increases**

	Estimated Change in Annual Operating Costs					Likely Additions of Operations Personnel Hours?				
	2021 RH <sup>1</sup>	2028 RH	Approx. Increase in Annual RH	Direct Operating Cost Estimate <sup>2</sup>	Fully-Loaded Operating Cost Estimate	Additional vehicles likely required?	Maintenance? (H=Hostler, M=Mechanic, F=Foreman)	Supervisor?	Dispatcher?	Customer Service?
<b>Changes and improvements to fixed routes, or additions to demand response (DR), to 2028 recommended levels:</b>										
Upgrade 1X to recommended A <sup>3</sup>	8200	8800	600	\$64,000	\$111,000					
Upgrade 2X to recommended B	8600	19600	11000	\$1,175,000	\$2,030,000	X	H, M, F	X		X
Upgrade 3X to recommended C	3000	4400	1400	\$150,000	\$258,000		H			X
Upgrade 4 and M to recommended D	12500	25000	12500	\$1,335,000	\$2,306,000	X	H,M,F	X		X
Launch E <sup>3</sup>		2500	2500	\$267,000	\$461,000	X	H			X
Upgrade V to recommended F	1800	9600	7800	\$833,000	\$1,439,000	X	H,M,F	X		X
Change 5, 6 & 7 to recommended G	5500	5100	-400	\$(43,000)	\$(74,000)					
Add DR capacity and span on weekdays			4320	\$542,000	\$1,056,000	X	H,M,F	X	X	X
Add DR capacity and span on Saturdays			3300	\$414,000	\$806,000	X	H,M,F	X	X	X

1 RH stands for Revenue Hour. One Revenue Hour represents one hour of a driver and vehicle on the road providing service (or, in the case of Dial-a-Ride, available to respond to requests for service).

2 For information about sources of operating cost estimates, see the table following.

3 For Routes A and E we assume that weekday service would be split equally between SMART and Cherriots (with RH divided equally), but that Saturday and Sunday service would be provided entirely by SMART.

**Table 1: Service Increases**

		Estimated Change in Annual Operating Costs				Likely Additions of Operations Personnel Hours?				
	2021 RH <sup>1</sup>	2028 RH	Approx. Increase in Annual RH	Direct Operating Cost Estimate <sup>2</sup>	Fully-Loaded Operating Cost Estimate	Additional vehicles likely required?	Maintenance? (H=Hostler, M=Mechanic, F=Foreman)	Supervisor?	Dispatcher?	Customer Service?
<b>Lengthening of spans to 2028 recommended levels:</b>										
<b>Weekdays</b>										
Earlier morning spans by one hour, for FR and DR <sup>4</sup>			1800	\$248,000	\$436,000		H	X	X	X
Earlier morning spans by two hours, for FR and DR			2800	\$417,000	\$734,000		H,M,F	X	X	X
Later evening spans by one hour, for FR and DR			1800	\$248,000	\$436,000		H	X	X	X
Later evening spans by two hours, for FR and DR			3800	\$525,000	\$921,000		H,M,F	X	X	X
Later evening spans by three hours, for FR and DR			4100	\$611,00	\$1,076,000		H,M,F	X	X	X
<b>Saturdays</b>										
Upgrade Saturday FR service level to recommended	2300	7600	5300	\$566,000	\$978,000		H,M,F	X		X
Upgrade Saturday DR service level to recommended			690	\$87,000	\$169,000		H,M,F	X	X	X

4 FR = Fixed Route. DR = Demand Response = SMART Dial-a-Ride

**Table 1: Service Increases**

		Estimated Change in Annual Operating Costs				Likely Additions of Operations Personnel Hours?				
	2021 RH <sup>1</sup>	2028 RH	Approx. Increase in Annual RH	Direct Operating Cost Estimate <sup>2</sup>	Fully-Loaded Operating Cost Estimate	Additional vehicles likely required?	Maintenance? (H=Hostler, M=Mechanic, F=Foreman)	Supervisor?	Dispatcher?	Customer Service?
<b>Sundays</b>										
Launch Sunday & Holiday FR service as recommended		3500	3500	\$374,000	\$646,000		H,M,F	X		
Launch Sunday & Holiday DR service as recommended			1100	\$138,000	\$269,000		H,M,F	X	X	
All Recommended Fixed Route Service Increases			35400		\$6,531,800	X	Additions of revenue hours, drivers and operations personnel would also trigger a need for additional administrative staff and space.			
All Recommended Demand Response Service Increases			6100		\$1,492,600	X				
<b>All Recommended Service Increases</b>			<b>41,500</b>		<b>\$8,024,400</b>	<b>X</b>				

**Table 2: Assumed Costs per Service Revenue Hour**

	Direct Operating Cost Per Vehicle Revenue Hour	Fully-Loaded Operating Cost Per Vehicle Revenue Hour
Fixed Route (FR)	\$106.81	\$184.51
Demand Response (DR/Dial-a-Ride)	\$125.51	\$244.32

Estimated operating costs in Table 1 are calculated based on the estimated number of Revenue Hours required to provide the service, and SMART's estimated operating cost per Revenue Hour which is taken from SMART's submission of 2022 service data to the National Transit Database. "Direct costs" are only those that relate to the driving and operation of vehicles. "Fully-loaded" costs include vehicle maintenance, facility maintenance and administration.

**Table 3: Costs for New Overhead Personnel****Annual Fully-Loaded Salary for a Full-Time Position**

Transit Supervisor	\$152,000
Transit Dispatcher	\$112,000
Transit Customer Service	\$95,000
Maintenance Worker/Hostler	\$84,000
Maintenance Equipment Mechanic	\$99,000
Maintenance Shop Foreperson	\$134,000

While the “fully loaded” operating costs in the previous two tables do include the per-hour average cost of supervision, dispatching, customer service and maintenance, those functions cannot in fact be added incrementally. The per-hour average cost of these overhead functions over a year of operations is not the same as the marginal cost of adding these functions each time an hour of service is added. Personnel costs are somewhat “lumpy” and a small increase in service can trigger the need for a new position. The 2023 annual, fully-loaded salaries for new full time positions that may be triggered by service increases as the 2028 network is implemented are therefore given in this table.



Table 4: Capital Projects and Investments	Approximate 2023 Capital Cost (if known)	Notes
Each additional BEB vehicle (40')	~\$879,000	A 40' heavy-duty Battery Electric Bus (BEB) would be appropriate for SMART's high-ridership routes and any routes that pass by a middle or high school and are subjected to crowding. The State of Oregon provided \$838,000 as an estimated cost for a 40' BEB vehicle in 2020. A more recent estimate is available from the State of Washington negotiated price agreement, which is the price given at left for a 40' BEB vehicle plus 10% for miscellaneous contract and delivery-related costs.
Each additional CNG vehicle (30' - 40')	\$467,000 – \$614,000	CNG vehicles would be appropriate for SMART's high-ridership, long distance routes, as well as for in-town routes, lower ridership routes and Dial-a-Ride. For Dial-a-Ride, CNG vehicles of 26' or less would be needed, but they are not available for reference as part of the Oregon or Washington State negotiated vehicle price agreements. Larger 30' and 40' CNG vehicles are covered by these price agreements. The range of average costs for CNG vehicles under the Washington State price agreement, as of March 2023, is given at left.
Each additional electrical charger	\$80,000	Additional chargers will be needed for each BEB vehicle added to the fleet to deliver the planned 2028 services, plus a spare charger.
Maintenance yard expansion	TBD	Preliminary design and a cost estimate for the yard expansion are underway.
Administrative building	TBD	Growth in service levels, span, and operations and maintenance staff would trigger a need for additional administrative staff. The current administrative facility would need to be expanded to add offices, training rooms, and other shared areas.
Town Center terminal facility (off-street)	\$124,000	The capital costs of starting service to a new Town Center facility would include the purchase price of the break room and rest room (a modular building), a bus shelter and bench, small sidewalk modifications, minor changes to street striping and signage, and electrical/water hook-up of the modular building.
Town Center bus stop improvements	\$120,000	Bus stop, amenity and sidewalk investments to improve bus stops around the new Town Center terminal facility, in particular to make transfers between routes there easier and more accessible.
Stafford Road sidewalks	TBD	Sidewalks will make it possible for SMART to install bus stops on Stafford Road adjacent to new Frog Pond developments. Sidewalks could be constructed by developers or funded for city construction through System Development Charges (SDCs).
Autonomous shuttle and pilot service	TBD	When the pedestrian bridge over I-5, foreseen as part of the Town Center Plan, is funded and constructed, SMART is interested in piloting a small autonomous shuttle over the bridge. This shuttle could be used to connect the existing west side Transit Center and the recommended east side facility, especially for those passengers who have difficulty walking.

# Appendix A: Existing Conditions

Prepared by JARRETT WALKER + ASSOCIATES

JULY 2022

# **1. Executive Summary**

# The Plan Update Process

This existing conditions report is the first deliverable in SMART's Transit Master Plan (TMP) Update process. The TMP Update will identify transit improvement projects that could be implemented over the next 3-5 years.

## Timeline

The TMP project will take place over the next year, with a final TMP document completed in early Summer 2023. **Figure 66** provides a summary of the major stages in this process.

This report represents the end of the first stage. In the next step, SMART will begin an engagement process in late Summer

2022 focused on identifying the priorities of the public and stakeholders for future improvements to its network.



Figure 66: SMART TMP Update Project Timeline

# Emerging from Covid-19

The past two years have presented major challenges for all transit agencies. Ridership declined substantially at virtually all US operators, and many were forced to make major service cuts as a result of either financial instability or driver shortage.

SMART has weathered this period better than most. As **Figure 67** shows, while ridership on SMART is lower today than in 2019, the fixed-route network service level has remained steady. This means that SMART's post-Covid service planning can focus on network improvements, rather than on restoring service cut over the past two years.

While major disruptions in daily life due to public health guidance are now a thing of the past, some of the changes introduced over the last two years are likely to persist, creating new demands and expectations of transit providers. Part of the task of this study is to determine what the community SMART serves wants it to be doing today.

## SMART Ridership and Service 2019-2022

### Demand-Response and Fixed-Route Service

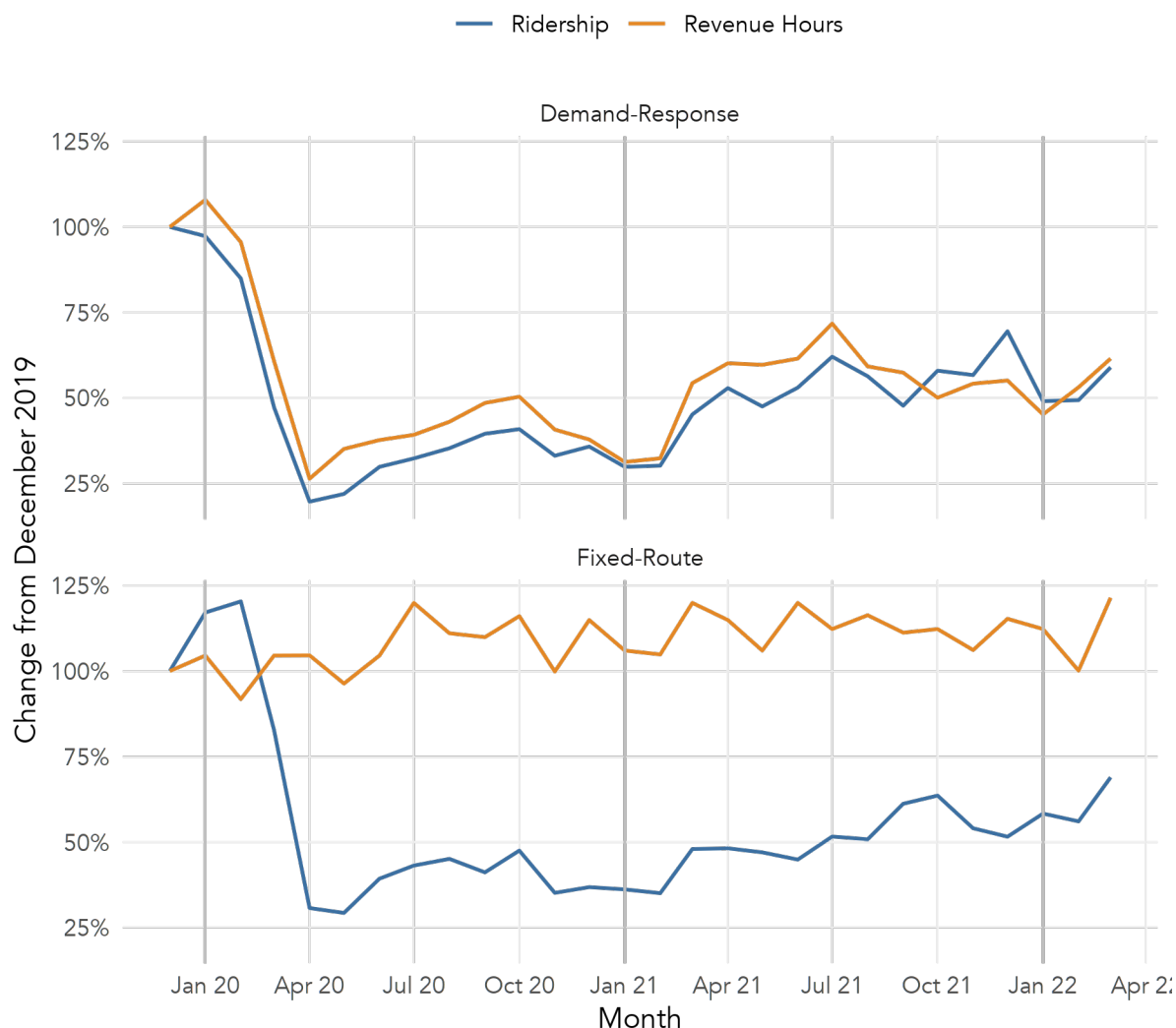


Figure 67: SMART Ridership and Service Level 2019-2022

# Ridership or Coverage?

All transit planning processes must contend with the fundamental trade-off between transit services focused on different types of goals.

Transit is asked to serve many different goals by different members of the public, stakeholders or elected officials.

- **A Social Safety Net.** Transit can help meet the needs of people in situations of disadvantage, providing access to essential services and jobs, or alleviating social isolation by offering a basic affordable transportation option.
- **Economic Opportunity.** Transit can give workers access to more jobs; businesses access to more workers; and students more access to education and training.
- **Climate & Environmental Benefits.** By reducing car trips, transit use can reduce air pollution and greenhouse gas emissions. Frequent transit can also support compact development and help conserve land.
- **Congestion Mitigation.** Because buses carry more people than cars, transit use can mitigate traffic congestion by reducing Vehicle Miles Traveled (VMT). This is especially important in communities with significant jobs-housing imbalances and preponderance of long

commutes.

- **Personal Liberty.** By providing people the ability to reach more places than they otherwise would, a transit system can be a tool for personal liberty, empowering people to make choices.
- **Transportation Equity.** Transit can be designed to enhance the mobility minority and lower-income communities who have been denied access to highly useful transit service in the past.
- **Support New Development.** Transit can be an important asset for new residential or employment areas.

Some of these goals are only served if many people use transit. For example, transit can only mitigate congestion and reduce greenhouse gas emissions if many people ride the bus rather than drive. We call such goals “ridership goals” because they are achieved through high ridership.

Goals related to economic opportunity and equitable mobility are also related to the ridership goal, because for the positive outcomes that affordable, useful public transportation can provide to be widespread in the community, many members of the community must actively use the service.

Other goals are served by the simple presence of transit. A bus route through

a neighborhood provides residents insurance against isolation, regardless of whether or not they are able to drive, walk or cycle a long distance. A route may also fulfill political or social goals, for example by getting service close to new development areas. We call these types of goals “coverage goals” because they are achieved in large part by covering geographic areas with service and ensuring that transit is widely available, rather than by high ridership.

## Higher Frequency or More Coverage?

Ridership and coverage goals are both justifiable, but they lead to opposing approaches to network design.

When transit is designed to achieve ridership, it tends to focus on providing high-frequency service to busy places. Transit designed to be widely available and achieve high coverage must spread those resources out to serve a wider area, so less service is available for high frequency in busy places.

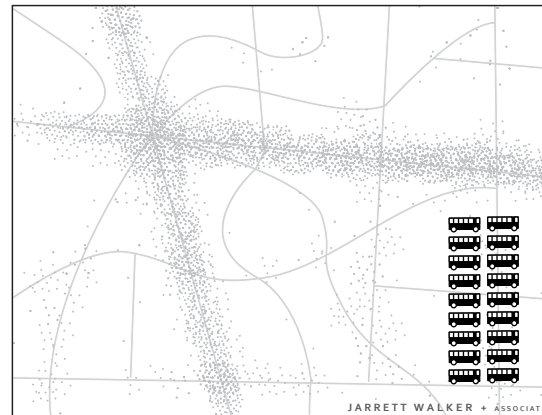
**Figure 68** is an illustration of how ridership and coverage goals conflict with one another, due to geometry and geography. In the fictional town at the top of the image, the little dots indicate the presence of people and jobs. The lines indicate roads. Most of the activity is concentrated around a few roads.

A transit agency pursuing only a ridership goal would focus service on the streets where there are large numbers of people. Because service is concentrated onto fewer routes, frequency is high and a bus is always coming soon.

If the city were pursuing only a coverage goal, on the other hand, it would spread out services so that every street had a bus route. In this example, only one or two buses serve each of the green routes, so waiting times for each route would be longer.

While an agency can pursue ridership and provide coverage within the same budget, it cannot do both with the same dollar. The more it does of one, the less it does of the other.

This question is relevant for all kinds of service planning decisions. Should SMART focus its local service resources on its busiest corridors, or spread them out across all of Wilsonville to facilitate access to WES as it does today? When SMART looks to create better regional

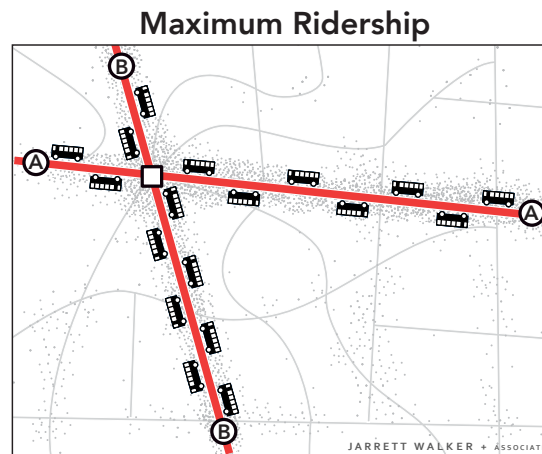


Imagine you are the transit planner for this fictional town.

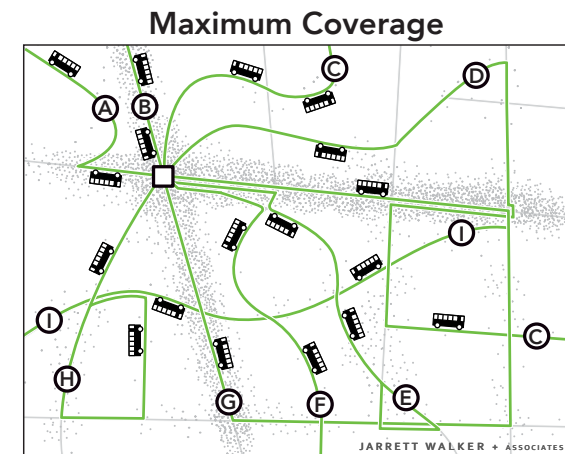
The dots scattered around the map are people and jobs.

The 18 buses are the resources the town has to run transit.

Before you can plan transit routes, you must first decide: What is the purpose of your transit system?



All 18 buses are focused on the busiest area. Waits for service are short but walks to service are longer for people in less populated areas. Frequency and ridership are high, but some places have no service.



The 18 buses are spread around so that there is a route on every street. Everyone lives near a stop, but every route is infrequent, so waits for service are long. Only a few people can bear to wait so long, so ridership is low.

**Figure 68: An Illustration of Networks Designed for Ridership or Coverage**

connections, should it prioritize creating one or two highly useful routes that run all day, or create a larger number of routes that might only run a few times each day?



# About this Document

This document provides an overview of SMART's current state. It covers 5 main topic areas:

- **SMART's Existing Network.** This chapter covers SMART's current network design and performance of its existing services.
- **SMART's Demand-Response Programs.** This chapter describes SMART's demand-response programs, including key performance and rider-ship data.
- **SMART's Local Market.** This chapter describes the most important demographic and land use factors relevant to future service planning. It also describes some of the future development in Wilsonville that may have the potential to shape transit planning in the future.
- **SMART's Regional Markets.** This chapter describes existing or possible connections SMART could help serve between Wilsonville and neighboring communities.
- **Key Questions for Future Service Planning.** This chapter lays out the most important questions SMART, the public, stakeholders and elected officials will need to consider as the agency seeks to identify service improvement projects.

## **2. SMART's Existing Network**



in the middle of the day. This provides a general sense of the service level available throughout the city.

## Frequency and Span of Service

The maps on the following pages introduce a style used throughout this report, in which **route colors represent frequency**.

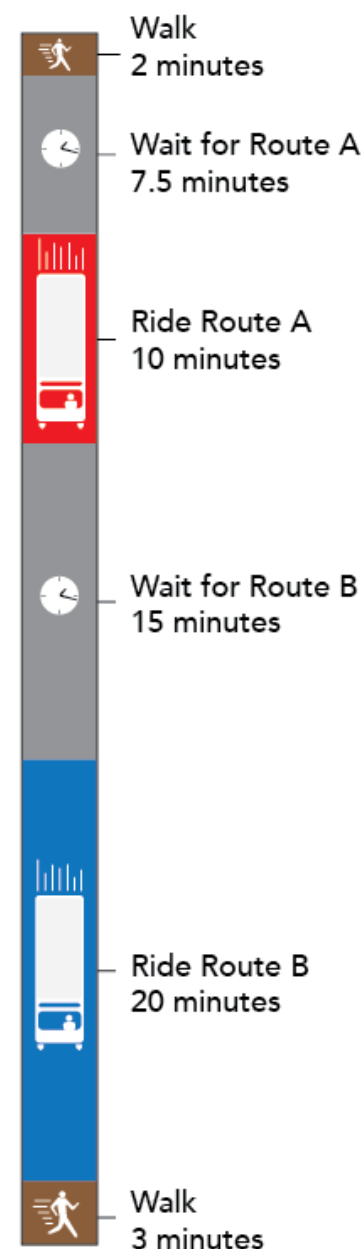
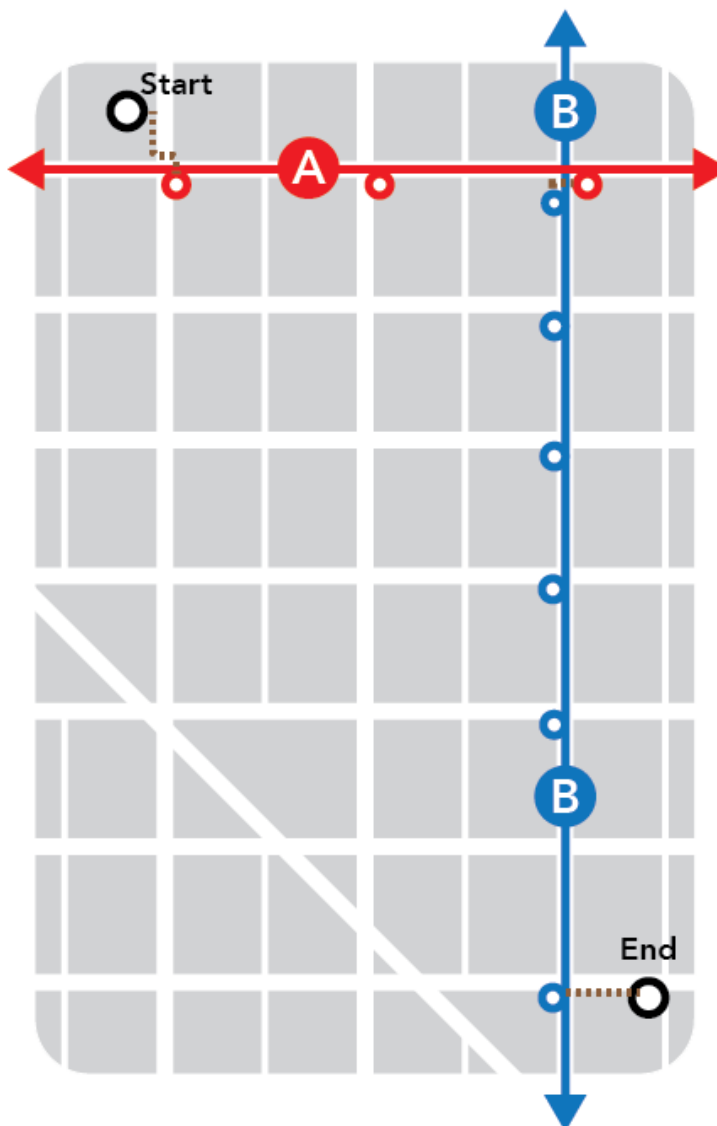
Red lines are frequent service, with a bus coming every 15 minutes or better, in the midday on weekdays. Purple lines run about every 20 minutes. Dark blue lines run about every 21-30 minutes and light blue lines are the least frequent, with more than 30 minutes between buses. Some bus routes offer better frequency than indicated on this map during weekday rush hours, and some offer poorer frequency at night and on weekends.

Frequency is important, because it determines how long you are likely to wait for service, and thus how long your overall trip will be. The diagram on this page illustrates how frequency and waiting time are two of the largest elements of travel time, especially for short trips like those made on SMART's local routes.

Today, SMART's most frequent service is Line 4 along Wilsonville Rd. This route serves some of the most important retail destinations in the city, as well as higher-density housing along Wilsonville Rd

## What's taking so long?

*Elements of Transit Travel Time*



# Frequency by Time of Day

east of Wilsonville Town Center. At times when WES is running, Line 4 deviates off of Wilsonville Rd to serve the transit center.

All other routes in the network run either less consistent schedules oriented towards peak commuting, or lower frequencies that are relatively consistent all day. For example, the Villebois Shuttle runs only in the middle of the day around once per hour, while the 1X service to Salem runs about every 30 minutes during rush hours, but with longer 90-120 minute gaps between trips at midday.

The maps shown in **Figure 70** compare the frequency available throughout SMART's network at 12 p.m. and 5 p.m. SMART's network operates at low frequency, with most routes coming every 30 or 60 minutes during the middle of the day. SMART's most frequent service is Route 4-Wilsonville Rd, which runs every 30 minutes all day long. The western half of the route between Wilsonville Transit Center and Graham Oaks runs more frequently (every 15 minutes) after 4 p.m. on weekdays, with added service making connections with every WES train.

The rest of the network operates at low frequency during the middle of the day. Routes 1X, 2X, 3X and the Villebois Shuttle all run hourly throughout the midday, with some longer gaps between trips on the regional routes.

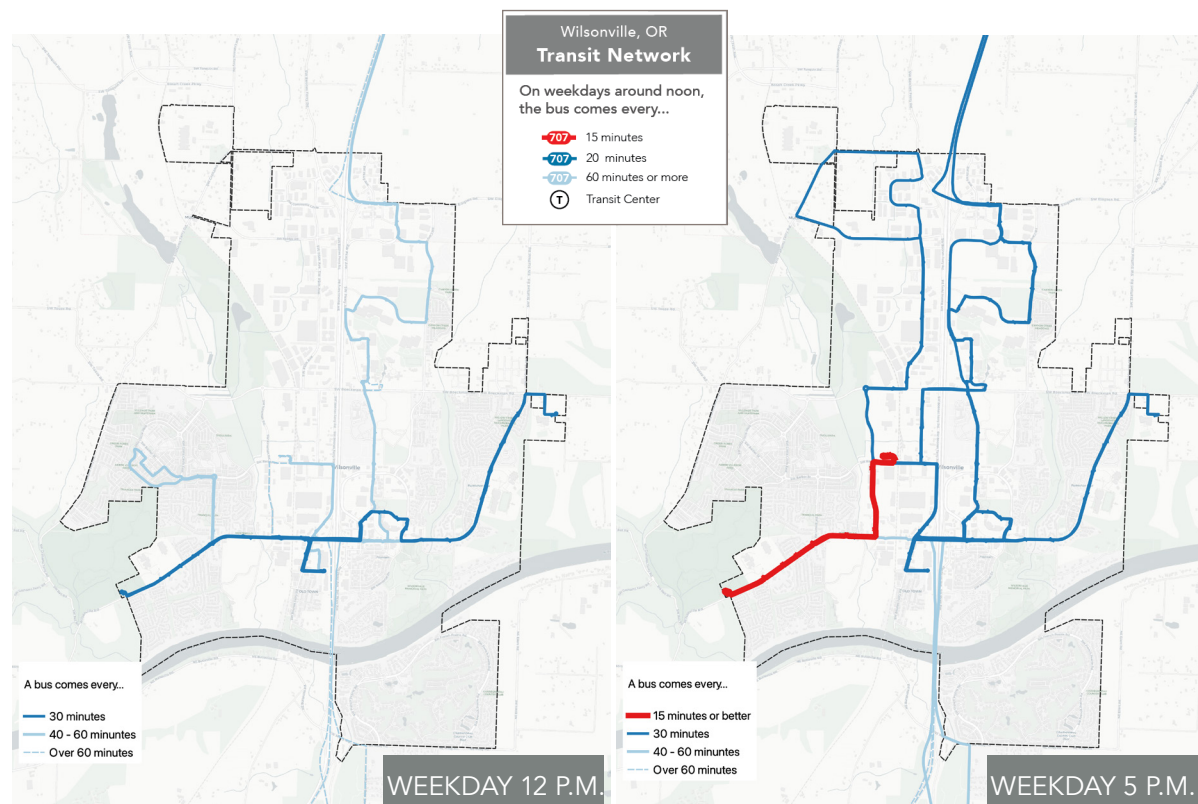


Figure 70: SMART frequency by time of day, weekdays

During the rush hours, most routes run more frequently, often connecting with every WES train at Wilsonville Transit Center. Two routes, 5-95th Ave and 6-Canyon Creek, run every 30 minutes during rush hour only.

## Timed Connections During Rush Hours

To offset the lack of frequency in the network, the system relies on a timed transfer at the west side Wilsonville Transit Center (near the TriMet WES station). A timed transfer describes a schedule design where multiple routes are scheduled to arrive and depart a single point at the same time, providing for an easy transfer that reduces waiting time.

At Wilsonville Transit Center, passengers can connect between each of SMART's bus routes, as well as WES commuter rail. This makes a WES trip with an origin or destination in Wilsonville away from the transit center much faster. For example, if a person arrives in Wilsonville on the 4:47 WES trip, they can continue a trip via Route 5-95th Ave with just a 6 minute wait. Since Route 5 runs every 30 minutes, if this connection were not timed, the average wait would be 15 minutes.

WES, as well as SMART Routes 5 and 6, run only during rush hours. This means that Wilsonville Transit Center is much less useful as a connection point during other periods, because fewer places are reachable with a trip involving a transfer there.

During the midday, Routes 1X, 2X and 3X are all running, terminating at Wilsonville Transit Center. Route 4 does not serve the transit center at midday, so connections

between regional and local routes are more limited. Route 2X and 3X stop near Wilsonville Rd and Boones Ferry Rd, so a connection to Route 4 is at least possible, although connection times are not coordinated, so waiting times are unreliable.

## Mismatched Frequencies

WES runs every 45 minutes, while SMART routes run every 30 to every 60 minutes.

The WES also operates with a 45 minute frequency, while SMART frequencies vary between 30 and 60 minutes. This makes it harder to create a reliable schedule for bus routes timed with WES because the frequency doesn't match, so there are cases where a passenger arrives just on time to catch the WES, and other cases where the passenger has to wait as long as 30 minutes until the next train arrives or departures.

Since SMART routes are meeting with the WES at Wilsonville Transit Center, this also creates an opportunity for other potential connections to offset the low frequencies. However since this is built around rush hours and the WES 45 min frequency, it's not a reliable connection, specially during the midday.

The time cycle of a few routes gives them enough time to connect to other regional routes outside Wilsonville Transit Center:

- Route 1X connects to several Cherriots lines at Salem Transit Center.
- Route 2X connects with TriMet line 76 and 96 at Tualatin Park and Ride.
- Route 3X connects to route CAT 99 at Canby Transit Center.

The following tables describe SMART bus frequencies for 2022. They show route frequency during each hour of the day (using color), across a weekday and Saturday,

In general the better frequencies happen at rush hours, that are visible in the two rough bands of dark blue running vertically through the chart. The most frequent routes offer a 30 minute service (with the exception of Route 4 that runs an additional bus from Wilsonville Transit Center to Meridian Creek Middle School direction to meet with WES) until about 8 p.m. on weeknights, and 6 p.m. on Saturdays.



# Span and Frequency

**Figure 71** below shows the frequency of each of SMART's routes during each hour of the day. In general, SMART routes run more frequently during the peak periods than during the middle of the day; only Route 4-Wilsonville Rd runs at the same frequency (30 minutes) all day long.

SMART's network operates from approximately 4 a.m. until about 8 pm on weekdays.

## Weekends

Offering long spans of service throughout the day and the whole week, in places where large numbers of people can use transit, is key to attracting high ridership

over time. This allows many people to choose to rely on transit, forgoing an owned or hired car and choosing to live or work in places where they can take advantage of transit. If the transit network is only there during certain hours or certain days, few people will make the choices and build the habits that turn them into consistent transit riders.

Just three SMART routes run on weekends, and only on Saturdays: Route 2X, 4 and the V Villebois Shuttle. 2X and 4 run approximately every 30 minutes on Saturdays, a service level comparable to that of the midday pattern. However, their span of service is shorter: Route 4 runs approximately 5 a.m. to 8 p.m. on weekdays,

compared to just 7 a.m. to 6 p.m. on Saturdays.

Route V operates a much more limited Saturday schedule - just a few trips spread throughout the day to facilitate a shopping trip.

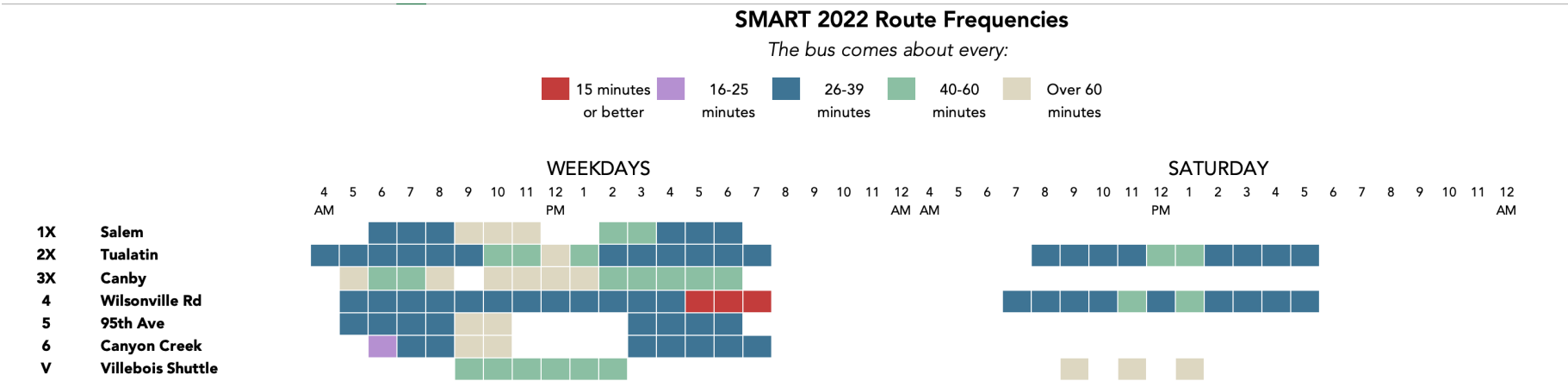


Figure 71: SMART Route Frequency by Time of Day



# Weekend Service

As **Figure 72** at right shows, on week-ends Routes 2X and 4 provide minimal service close to most of the high-density residential areas of Wilsonville and key retail centers. No service is available in the northwest part of the city, but this area is predominantly occupied by industrial and commercial land uses that are less active during weekends. Still, any trips by transit to these destinations are not possible on weekends.

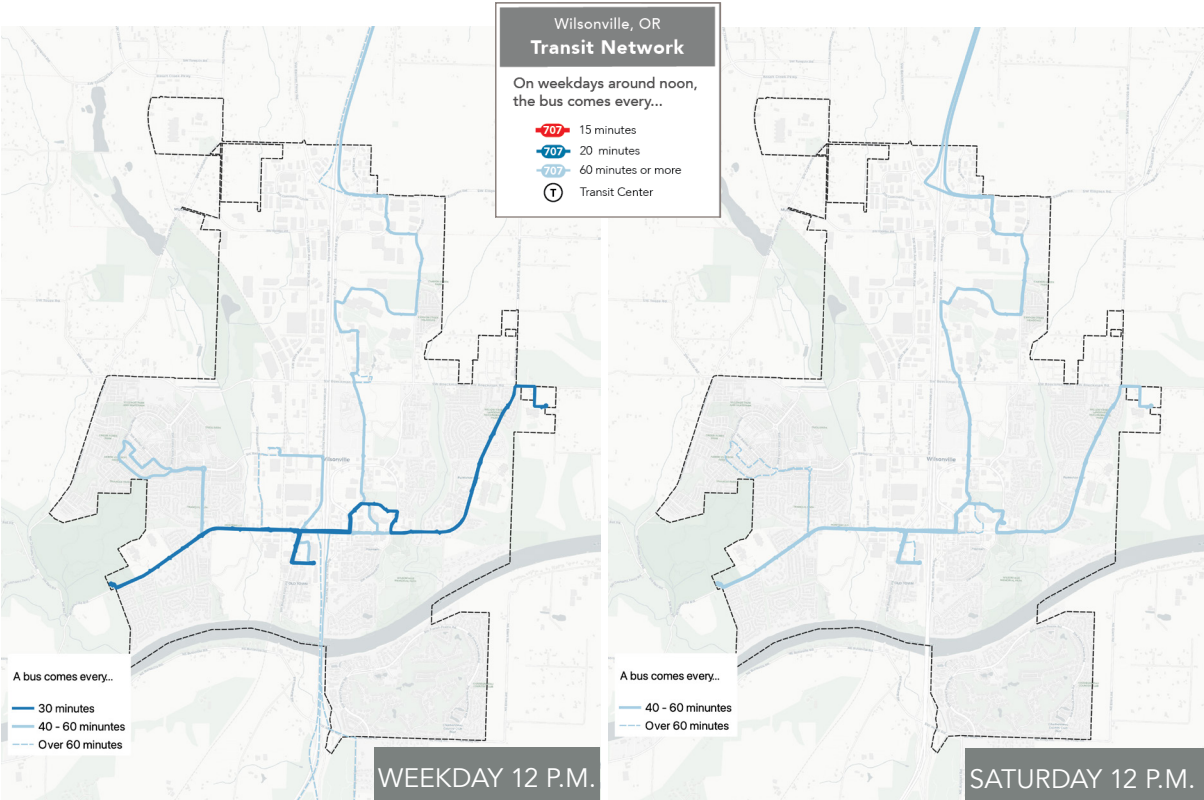


Figure 72: SMART frequency, weekdays and Saturdays

Route	Weekdays	Saturdays
1X		No service.
2X		
3X		No service.
4		
5		No service.
6		No service.
V		

# SMART's Regional Connections

SMART's services connect with a range of other routes operated by nearby transit agencies. **Figure 73** provides an overview of the available connections to nearby communities. Each line is colored by frequency: red lines run every 15 minutes or better, blue lines run about every 30 minutes, and light blue lines run approximately every 60 minutes.

We can think about regional connections as serving three main directional groups of destinations:

- To the north, Route 2X and WES to Tualatin plug into a network serving Tigard, Sherwood, Beaverton, Hillsboro, Yamhill County, and Downtown Portland.
- To the east, Route 3X service to Canby connects through to other routes that reach Molalla, Oregon City, Milwaukie, Portland's east side, and other communities in east Multnomah County.
- To the south, Route 1X connects south to Salem and the various destinations served by Cherriots' local and regional services.

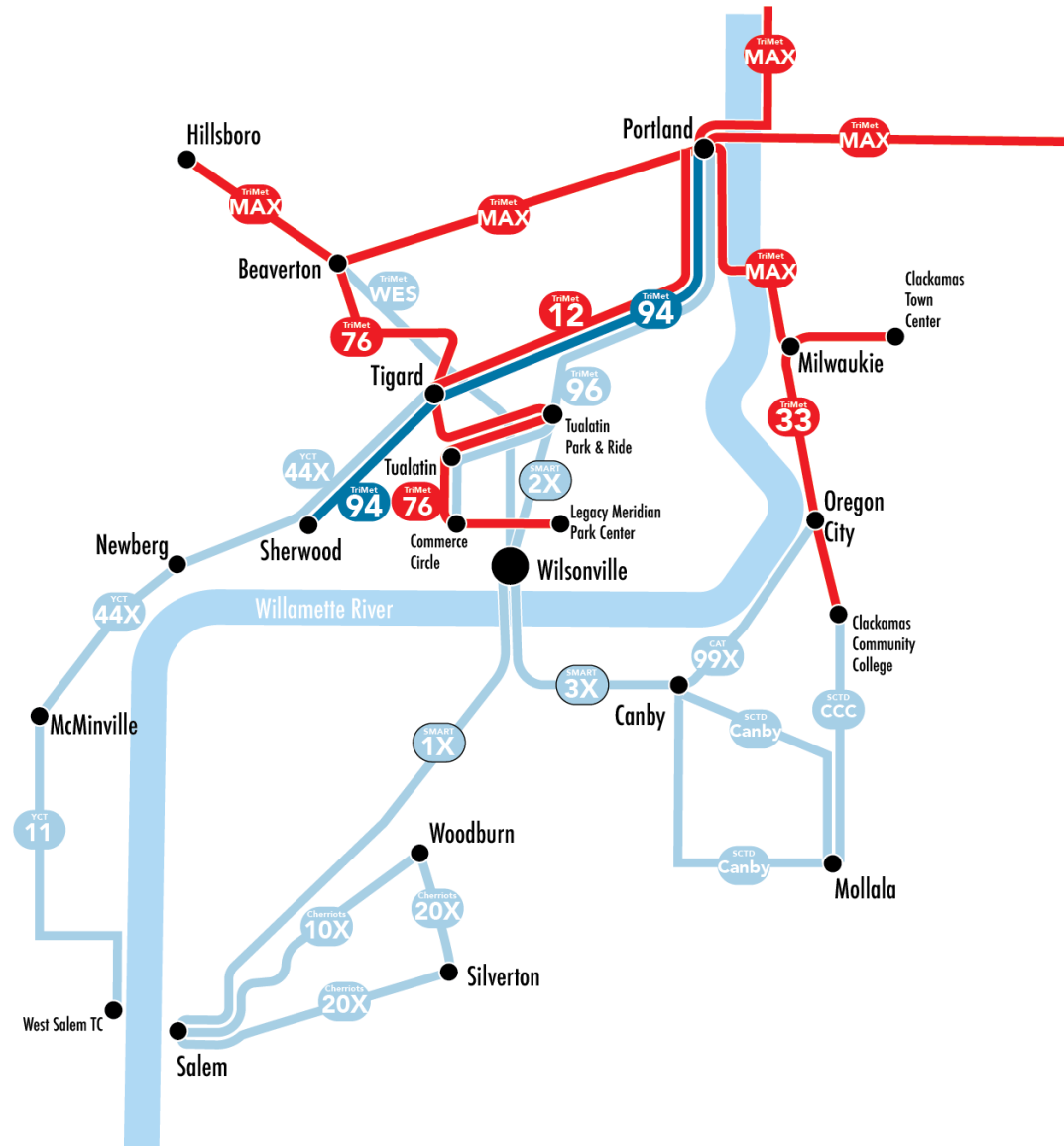


Figure 73: Regional Network (Multiple Transit Agencies)

# Who is near service?

Most main streets in Wilsonville have fixed route bus service on them (while all of Wilsonville is served by Dial-a-Ride).

**Figure 74** shows what percentage of people and jobs are within a 1/2-mile walk of fixed route service at noon on a weekday, and how frequently that service runs. 69% of residents and jobs are within half mile of a bus stop. About 36% of residents in Wilsonville are near Route 4

(the only route running every 30 minutes at midday). About 33% are near other routes running at worse frequencies.

**Figure 75** shows the same data for the morning rush hour. During this period, most of the network runs every 30 minutes, so the majority of people who are within 1/2-mile of service are near a route that comes every half hour. The total number of people near service is a little higher during

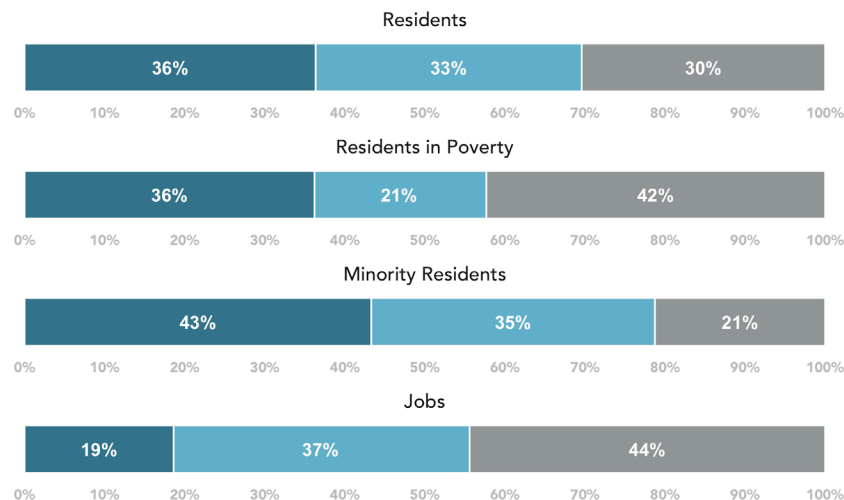
rush hour than at midday due to rush-hour-only services. 73% of residents are near service at 7:00 a.m., compared to 69% at 12:00 p.m.

Wilsonville's current standard for proximity to service is that 85% of residents should be within 1/3 mile of a fixed route bus stop. This standard is set in the Title VI policy, which was last updated in 2020. This is an unrealistic standard, especially

## SMART 2022 - Weekday at noon

What percentage of the SMART service area is near transit that comes every

30 minutes 60 minutes Not within 1/2 mile



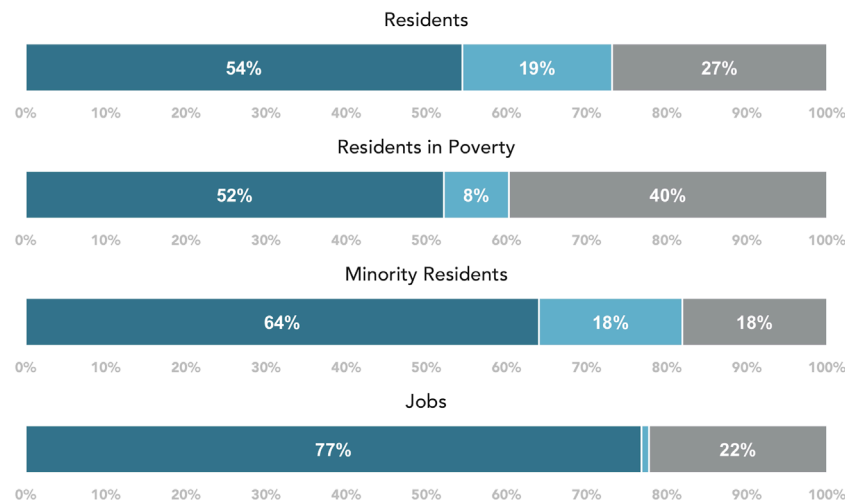
Note: Proximity is measured as being located within 1/2 mile of a bus stop.

Figure 74: Proximity to Transit Service at 12 p.m. on weekdays

## SMART 2022 - Weekday at 7:00 am

What percentage of the SMART service area is near transit that comes every

30 minutes 60 minutes Not within 1/2 mile



Note: Proximity is measured as being located within 1/2 mile of a bus stop.

Figure 75: Proximity to Transit Service at 5 p.m. on weekdays

given Wilsonville's low street connectivity, which means that many residents live far down minor streets that don't go through. Without running fixed route buses deep into neighborhoods and turning them around in cul-de-sacs, 85% within 1/3 mile is not be achievable. However, this standard can be reset in 2023 when the SMART Title VI policy is updated.

The map at right shows where people are close to fixed route transit. Each dot represents 10 residents; blue dots are residents within a 1/2 mile walk of service, while red dots are residents further than 1/2 mile from transit. The location of the dots is based on Census population estimates at the block level.

- **A** Industrial and food supplier (Sysco) facilities too far from a bus stop due to the lack of street connectivity. Located South of SW Burns Way east of I5.
- **B** Apartments and houses along Canyon Creek.
- **C** High income 1 and 2 bedroom residential apartment buildings, with additional senior living buildings. This is one of the biggest clusters of Dial a Ride trip origins in the city.
- **D** Low density housing surrounding the Charbonneau Golf Club.
- Some people are not close to transit in the south east part of Wilsonville, where developments are far from a main street.

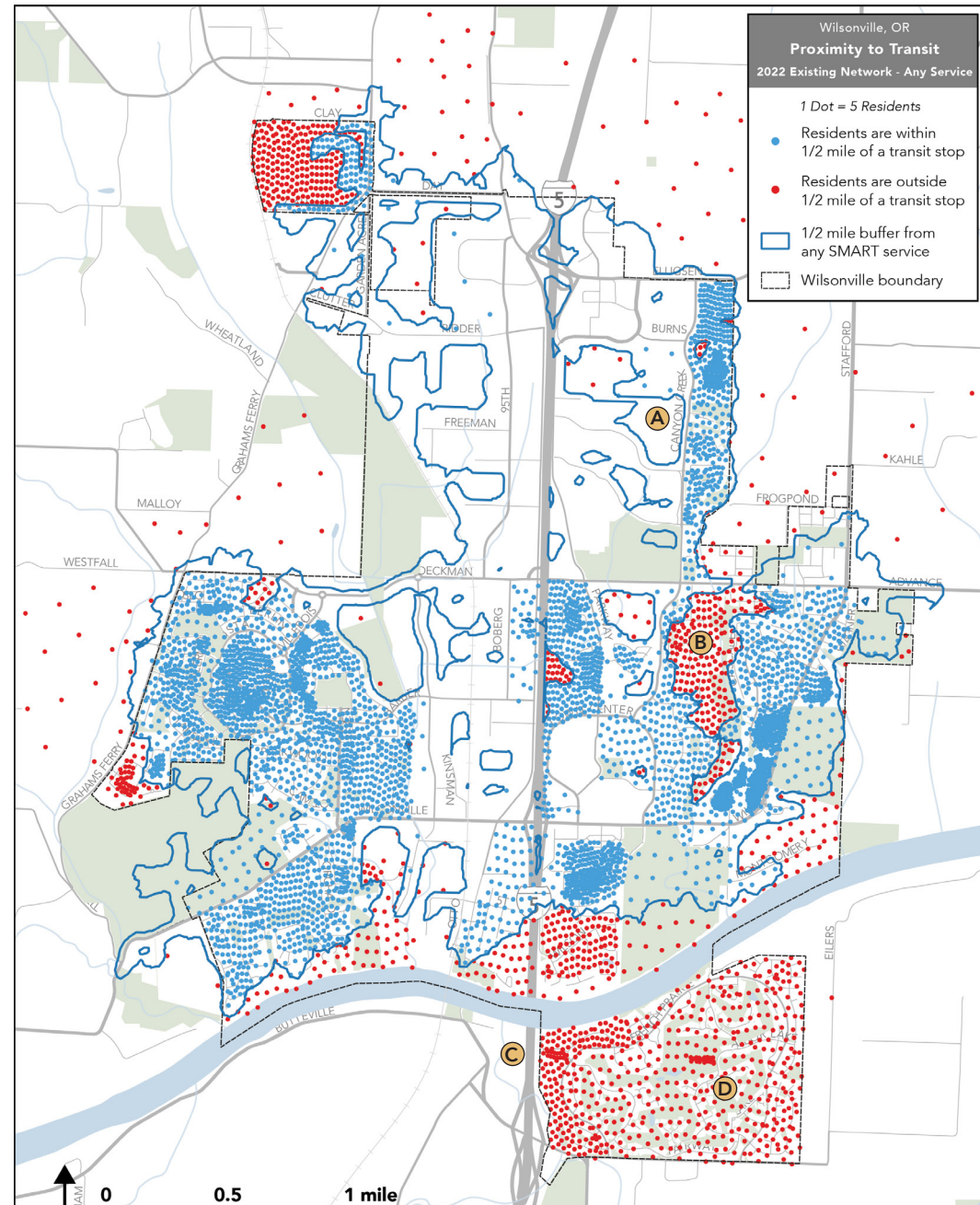


Figure 76: Residential Proximity to Transit





# Ridership by Time of Day

Ridership is one of the most important measures of transit performance. It can be visualized by mapping boardings at transit stops, as shown at right. When a stop is served by multiple routes, the boardings for all routes are summed for that stop.

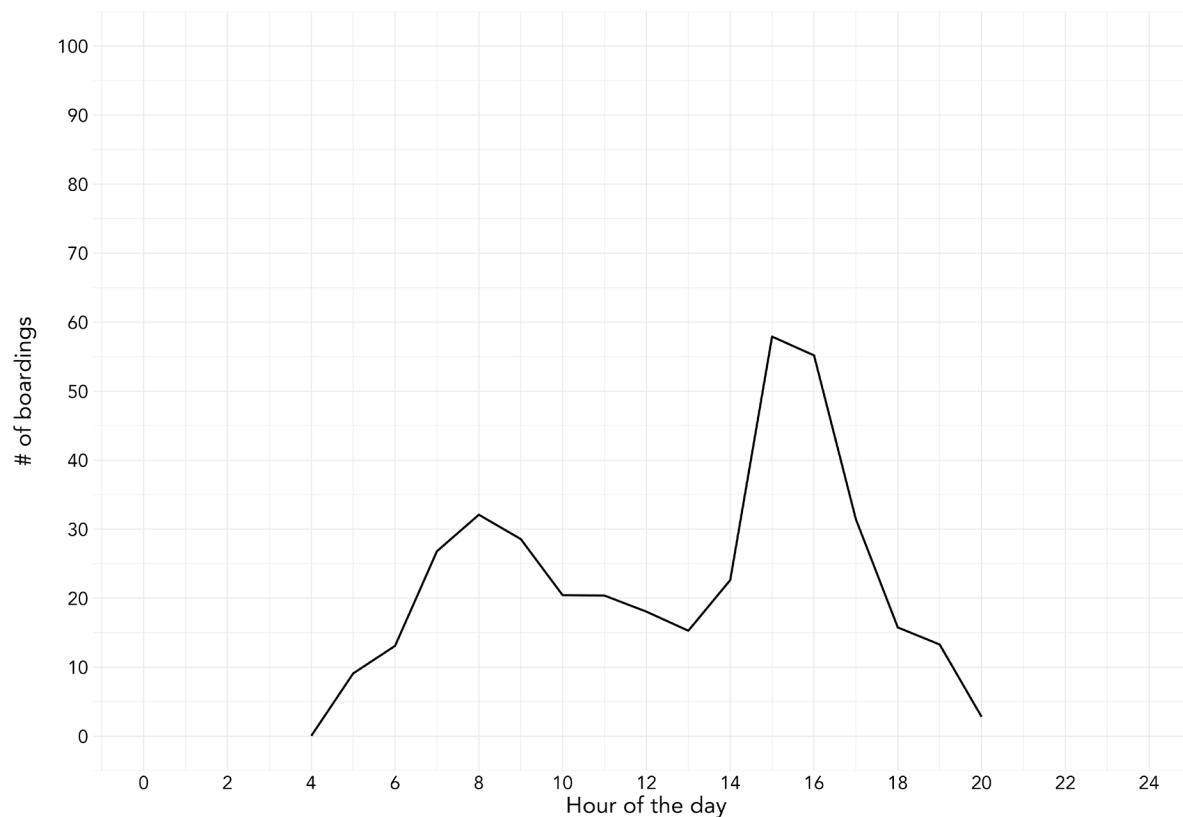
In April 2022, SMART's network carried approximately 385 people on an average weekday, for a weekly total of about 2,100 rides. The busiest route by far was Route 4-Wilsonville Rd, with nearly double.

**Figure 77** shows how many boardings occurred at each stop in the network during this period on an average weekday.

The busiest stops range from serving locations with regional connections to local major destinations like education facilities and groceries. Each of these stops are at locations served by Route 4.

- **A** WES station.
- **B** Wilsonville High school and low income neighborhood.
- **C** Meridian Creek Middle school.
- **D** Inza R. Wood Middle School / Boones Ferry Primary school.
- **E** Fred Meyer.
- **F** Wilsonville Town Center.

SMART Average Weekday Ridership - 2022



Source: SMART boardings data and GTFS from April 2022

Figure 78: SMART Ridership by Hour

# Transit Productivity

Historically, transit network ridership in many US cities has displayed a characteristically “peaked” pattern, with the busiest ridership periods corresponding to the AM and PM rush hours. Since the onset of the Covid-19 pandemic, many transit agencies have experienced even greater drops in peak ridership than across the entire day.

As shown in **Figure 78**, SMART’s ridership pattern today runs counter to this trend, displaying a clear AM and PM peak. The busiest hours of the day are 8 a.m. to 9 a.m. and 3 p.m. - 4 p.m. (the after school peak).

The rush hours are also the period of the day when the network is most useful. During the AM and PM peak, WES is running, which makes a range of connections to other important destinations possible. Other routes like 1X and 2X operate more frequently and more consistently, and overall, the network is more likely to present a convenient option for taking someone to their desired destination.

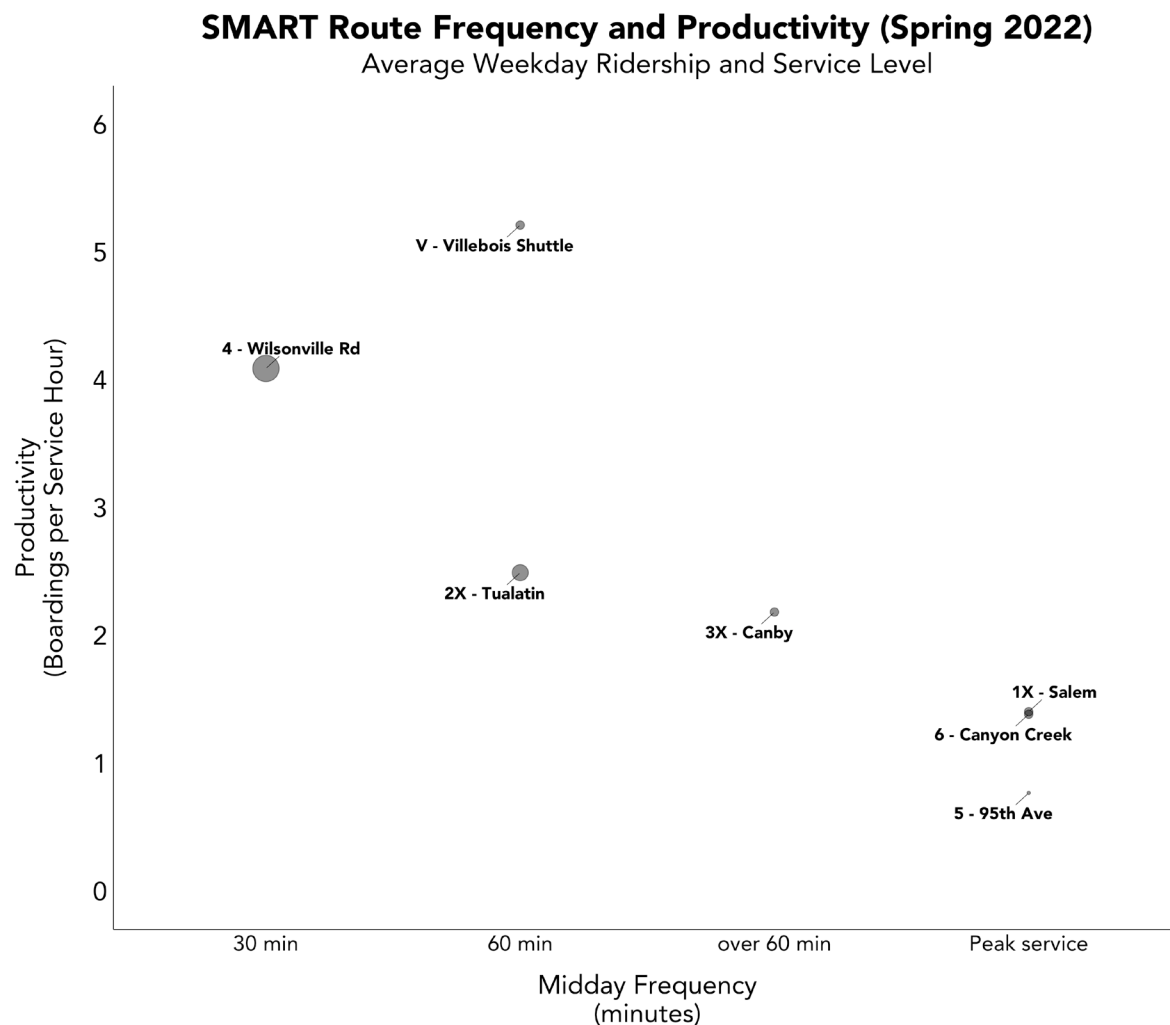


Figure 79: SMART Route Ridership and Productivity



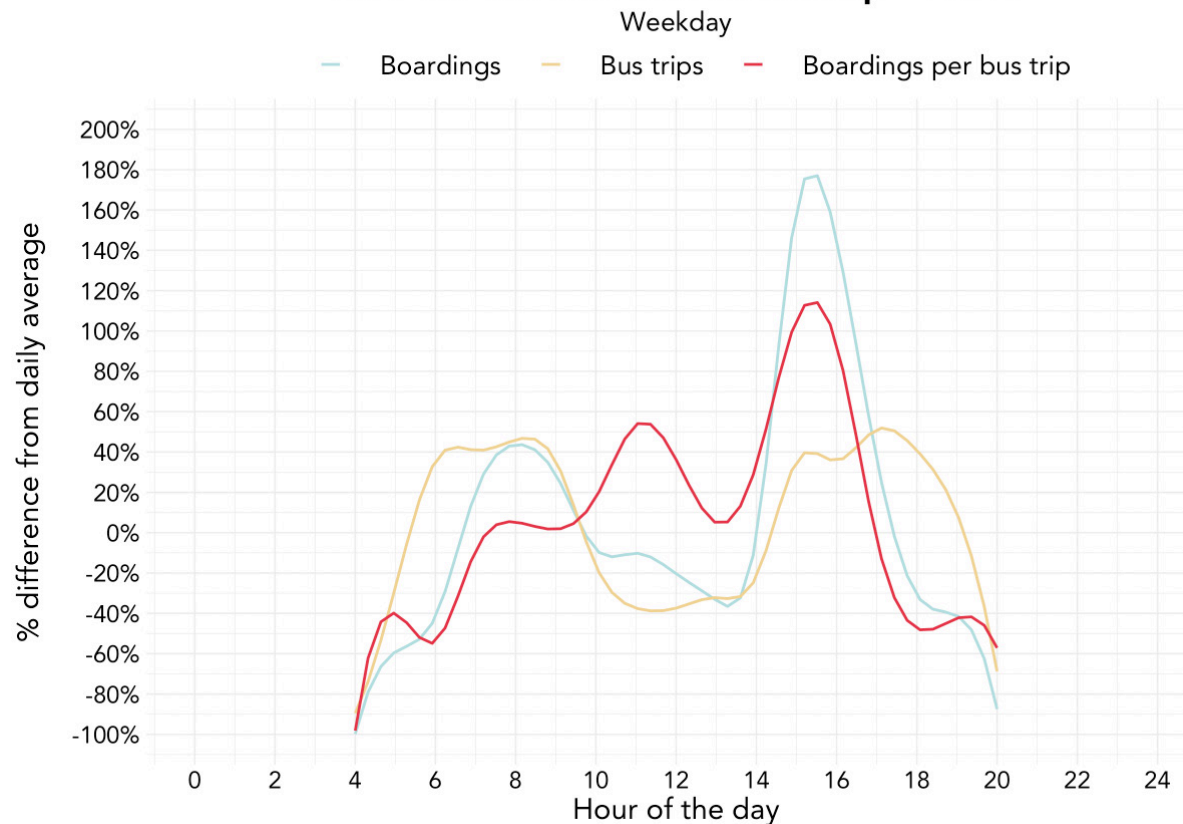
# Transit Demand Throughout the Day

Route 4 is SMART's most frequent, most expensive, and busiest route. It is also the route that generates the greatest level of ridership relative to the amount of service required to operate it. **Figure 79** shows the productivity (boardings per revenue hour) of each route on the y-axis, with the midday frequency shown on the x-axis. Each dot is scaled by its average daily ridership.

Route V is the most productive route, with over 5 boardings per revenue hour, but this comes with a very small level of ridership and a minimal service level. Route 4 is the second most productive at over 4 boardings per revenue hour.

Across SMART's current network, more frequent routes like Route 4 and Route 2X tend to carry more passengers more efficiently. These routes achieve high ridership and high productivity by providing useful service to destinations many people need to travel. On the other hand, SMART's least productive services are Route 5-95th Ave and Route 6-Canyon Creek, which are both more specialized routes that operate only during the peak period.

## SMART Service and Ridership - 2022



**Figure 80:** The red line in this graph shows how many bus boardings take place, relative to the amount of bus service provided, within each hour of the week.

# Cost Per Ride

Like many transit agencies, SMART concentrates its service on weekday rush hour. Rush hours are the time when the most people are traveling to work or school. Rush hours are also when the most people travel all at the same time, and so congestion is at its worst.

The graph on this page shows boardings and service levels by hour of the day on weekdays, as a percent of the daily average level. Boardings are shown in blue, and peak sharply during rush hour, especially in the PM peak. Service levels are shown in yellow, and also peak during rush hours, as most routes operate at a higher service level.

There is a third line in red, which shows productivity by hour. This line reflects not just how many boardings take place, but how much SMART service is on the road.

We can make a few key observations from the shape of these lines. Productivity is highest at p.m. rush hour, starting at 2 and ending around 5 p.m. The number of people riding in the afternoon is high relative to other times of day. Midday productivity is also very high, even higher than the morning rush hour.

SMART Fixed-Route Cost per Passenger Trip

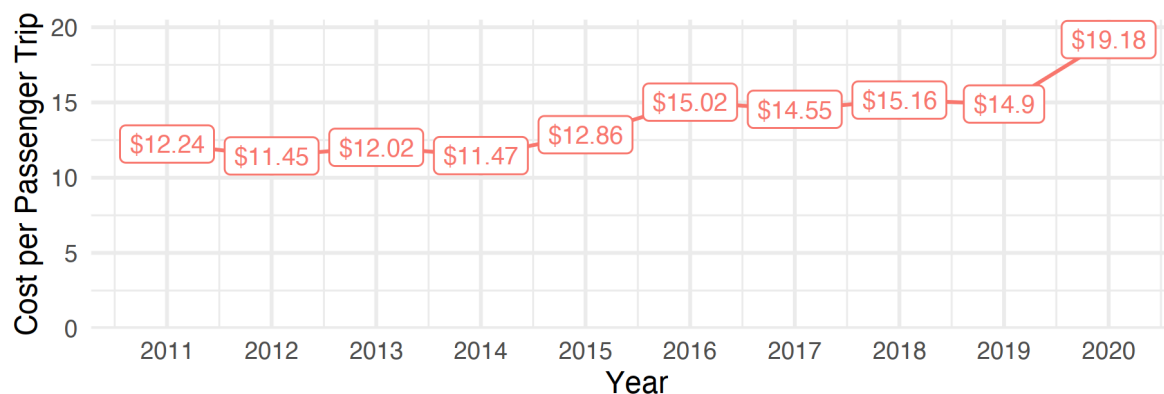


Figure 81: SMART Fixed Route Operating Cost per Boarding, 2011-2020

# Covid-19 Impacts

The graph at right shows the total operating costs per one-way ride on fixed routes buses, in each year from 2011 through 2020.

Costs per ride increased sharply in 2020 because the number of rides on SMART fixed route buses decreased sharply due to the pandemic.

This chart is comparable to the one provided for demand response (Dial-a-Ride) services, which is shown on page 125.

The cost per fixed route ride ranged from approximately 1/4 to 1/2 the cost per Dial-a-Ride trip between 2011 and 2019.

SMART Ridership - 2019:2022

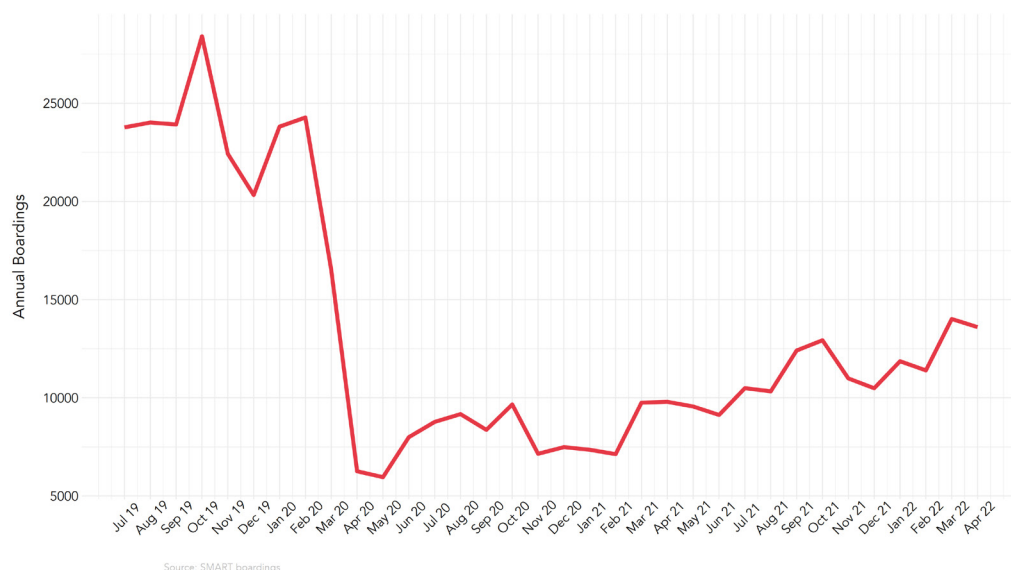


Figure 82: SMART Ridership 2019-2022

**Figure 82** shows SMART's monthly ridership since 2019. SMART's ridership has been substantially impacted by the Covid-19 pandemic. Like all US transit agencies, ridership dropped steeply in March 2020 as public health interventions began, and has been trending upwards since. However, total ridership is still just over half what it was during a typical month in 2019.

Unlike many other US transit agencies, SMART has not drastically reduced service levels during this period (Some of the

changes included cutting service on route 7 and C, and, reducing Saturday service on routes 2X and 4).

**Figure 83** shows the quantity of service (vehicle revenue hours) SMART has provided during each month since 2016. Fixed-route service levels have continued in the same range as before the pandemic, at about 2,500 vehicle revenue hours per month. A consistent service level has ensured that as public health guidelines loosened through 2021 and 2022, the

SMART Service Level 2016-2022

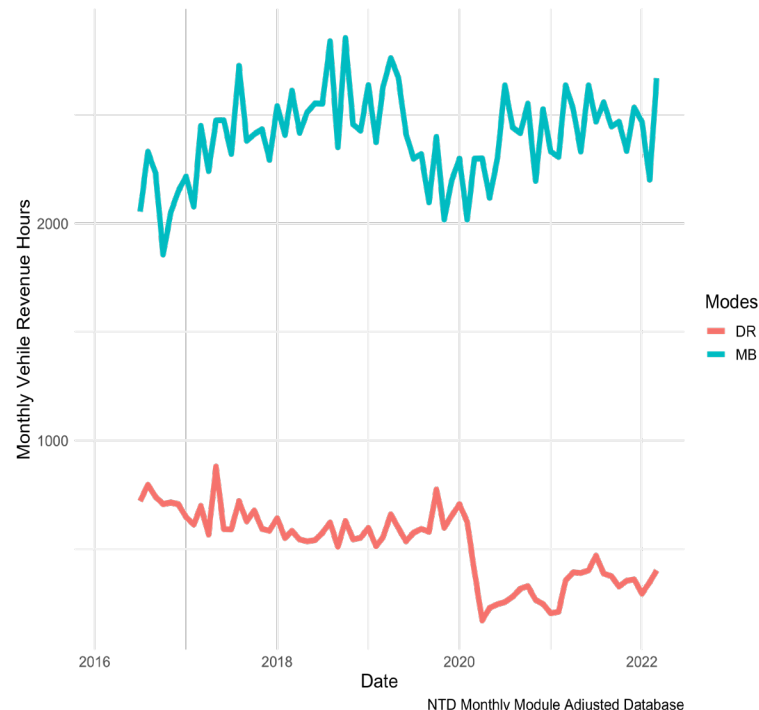


Figure 83: SMART Service Level 2016-2022

# Where can SMART's service take you?

SMART network that people relied on before the pandemic was there waiting for them as travel demand picked back up.

SMART provides a network of bus routes that serve most areas of Wilsonville and connect to neighboring communities. But what sorts of trips is it most useful for? Where can a person travel in a reasonable amount of time?

To evaluate this, we use a tool called an "isochrone". An isochrone is a map that shows you everywhere you can reach from a particular starting point in a fixed amount of time. Using isochrones, we can see how almost all of Wilsonville is reachable on transit within 45, 60 and 90 minutes from Wilsonville Transit Center, as in the example in **Figure 84**.

In this map, the area shaded in red shows everywhere a person could reach in that time, including:

- The initial waiting time, calculated as half of the route's frequency.
- Travel time in vehicles to each stop.
- Transfer times to connecting routes (half the frequency of the connecting route).
- Walking time from each reachable stop, up to the 30 minute travel time limit or 1.5 miles.

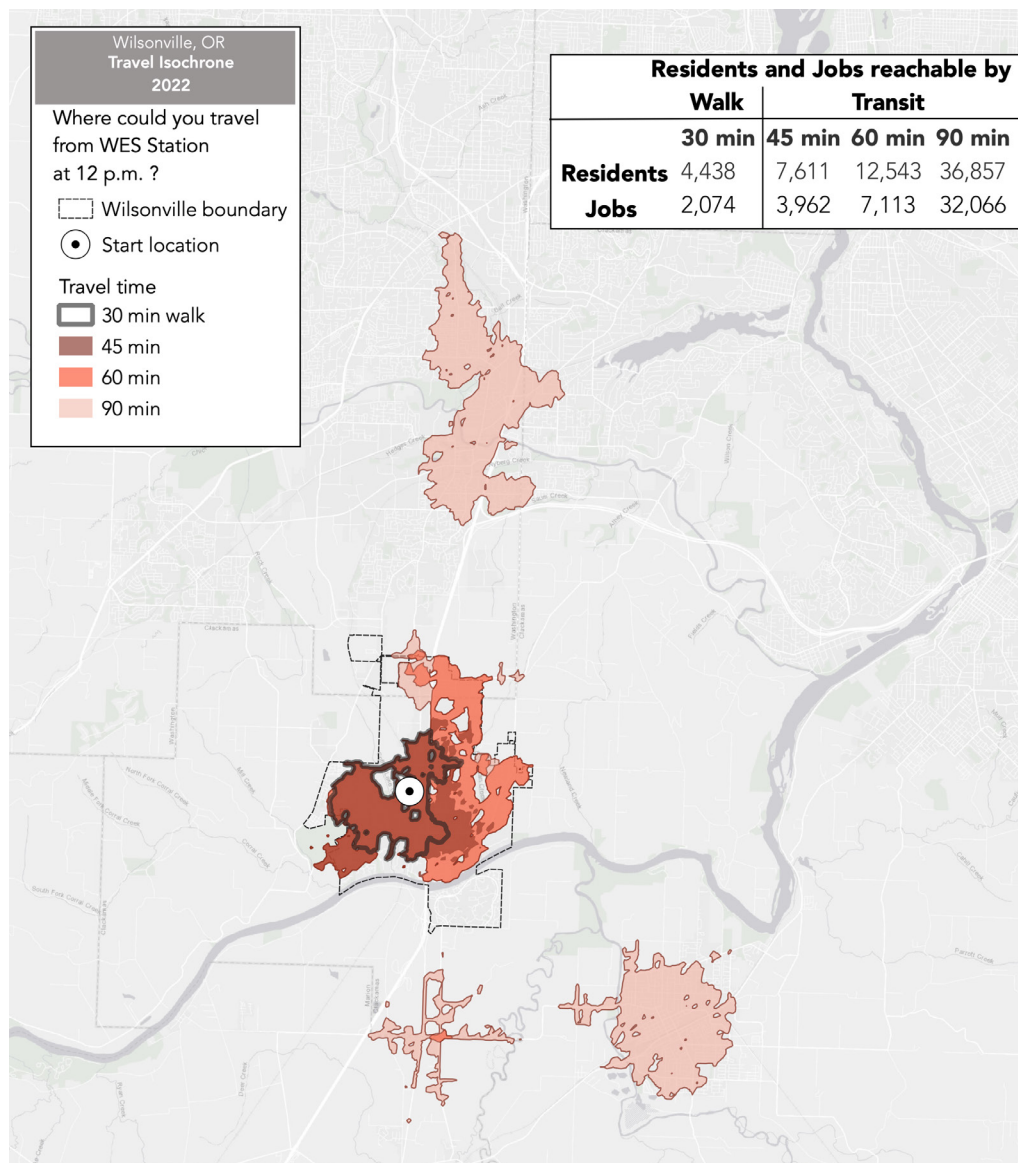


Figure 84: Travel Time Isochrone from Wilsonville WES



## Travel to and from Wilsonville Transit Center

Wilsonville Transit Center is where all SMART routes converge, so it is the point in the network from which a person could reach the largest area and range of destinations. The table shown in **Figure 85** shows the number of jobs and residents that are inside this isochrone; all those jobs and people are potentially within reach of a person starting a trip here in 30 minutes if they were just walking, or 45, 60 and 90 minutes if they were using transit.

Due to the very low frequencies in the middle of the day and the difficult walking conditions, for a person to reach most of Wilsonville on transit they would have to spend over an hour walking, waiting and riding in the system.

From Wilsonville Transit Center we can see that the isochrone includes how route 2X connects to TriMet routes 96 and 76 in the north **(A)**. However due to the lower frequencies during the middle of the day, it cannot take them deep into Portland or Beaverton within an hour and a half of travel time. This level of access is possible on WES during the rush hours. Route 3X operates with a very low frequency at midday, but it can take passengers all the way to Canby within 90 minutes **(B)**.

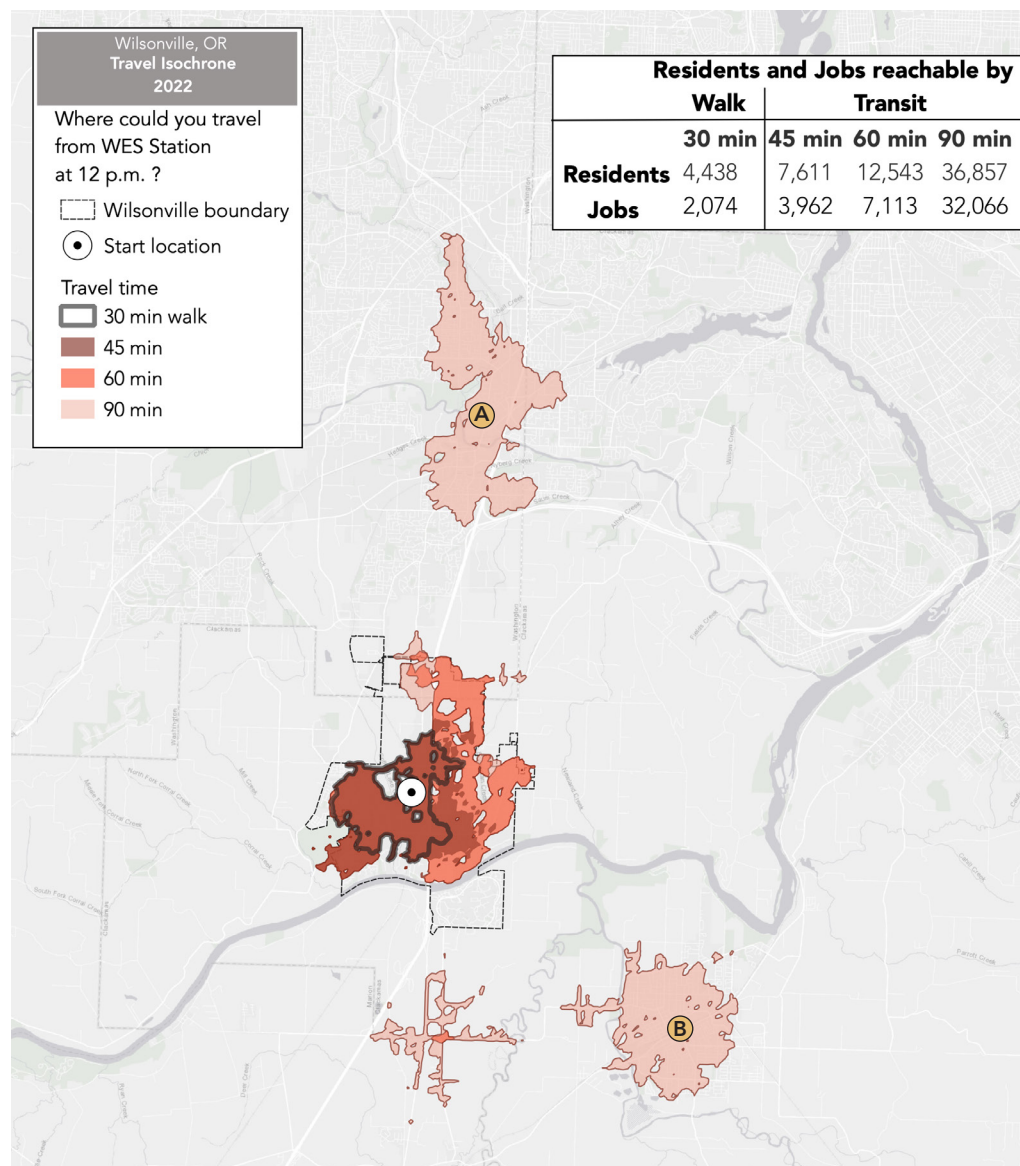


Figure 85: Travel Time Isochrone from Wilsonville WES

## Travel to and from the Town Center

**Figure 86** shows another isochrone example starting from Safeway in Wilsonville Town Center. The reachable areas are similar to the previous example, but now walking plays a bigger role to make connections at the Wilsonville Transit Center since the 4 that comes every 30 minutes doesn't take passengers to the Transit Center at midday. For this reason, the area covered by the connections in Tualatin **A** and in Canby **B** are smaller than if the trip started at the Transit Center.

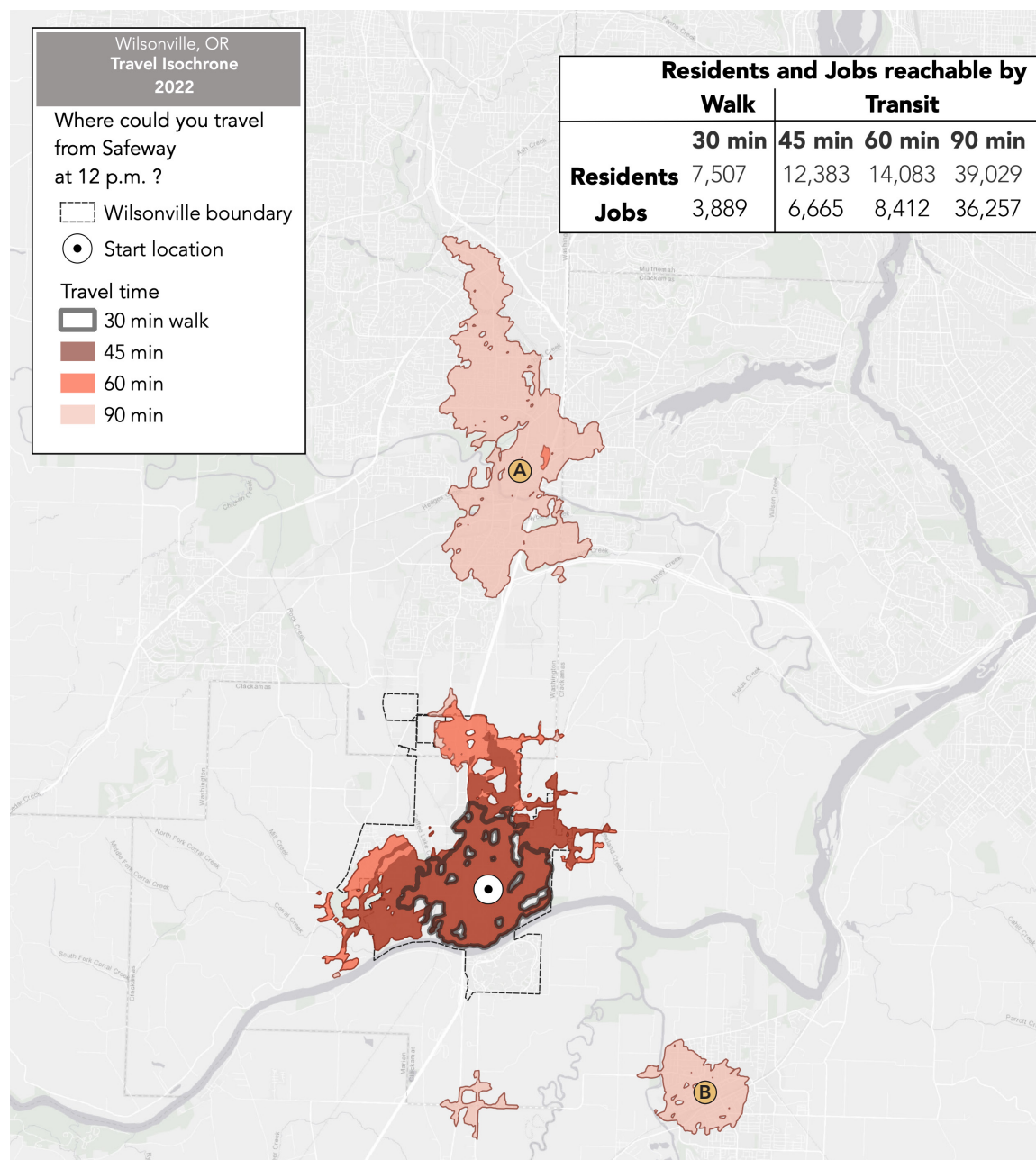


Figure 86: Travel Time Isochrone from Safeway

# Travel to and from Villebois

**Figure 87** shows a trip starting from Villebois Market on the west side of Wilsonville. This location is far from Route 4 but is served by Route V, which takes riders to Wilsonville Rd and not the transit center. Very little of the area of Tualatin or Canby reachable from other places is within reach from Villebois. Only about 9,500 residents and 4,100 jobs are reachable in 90 minutes from this point, compared to over 35,000 residents and jobs that are in reach from areas closer to the transit center.

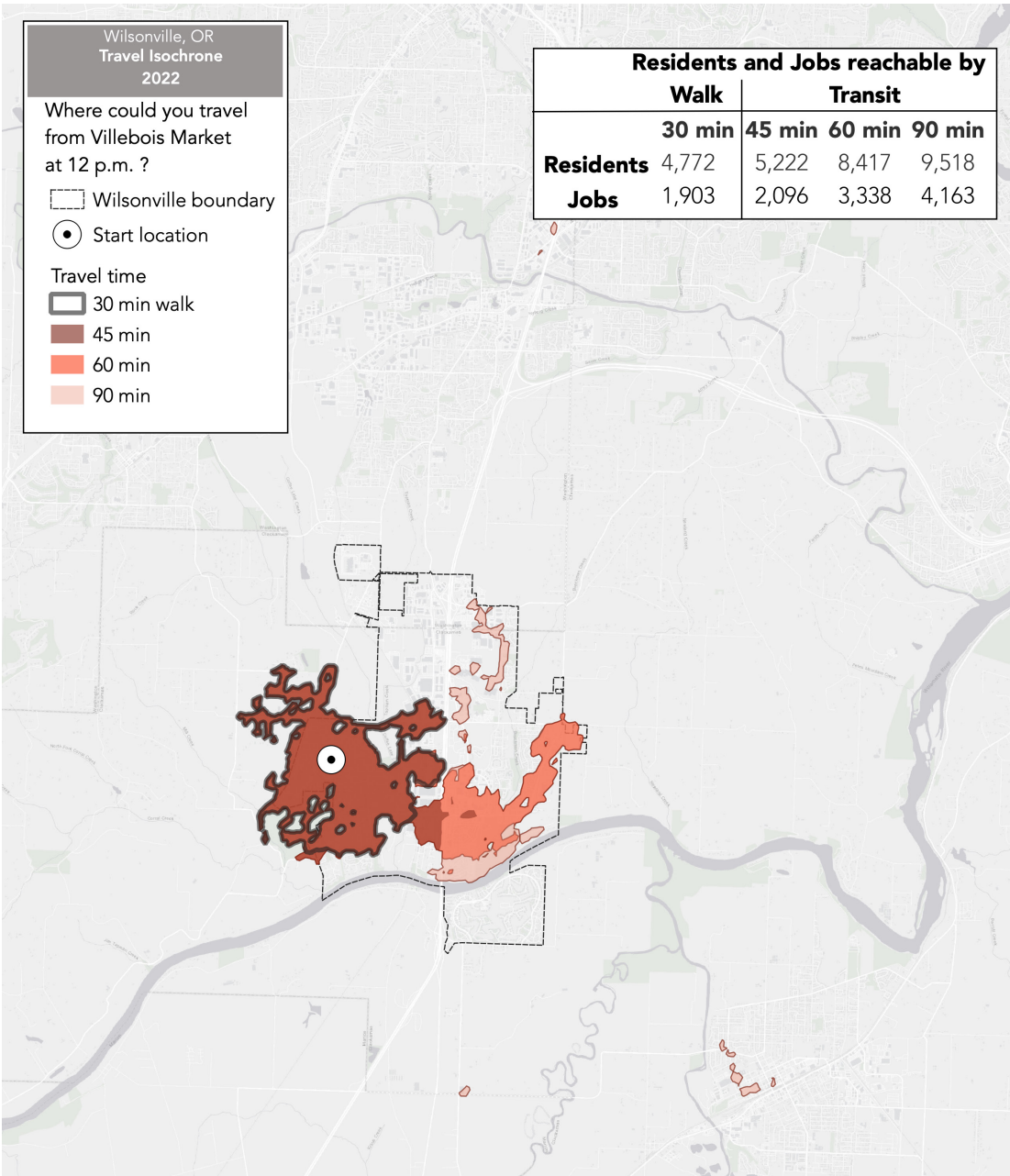


Figure 87: Travel Time Isochrone from Villebois Market



# Key Takeaways

SMART's network offers fairly comprehensive service around Wilsonville, but its current service design implies certain trade-offs that are important to acknowledge when considering future changes.

**SMART's network is optimized around the peak-only WES connection.** This is an incredibly useful service for traveling north into Washington County, but it is available only during rush hour. Scheduling around WES impacts SMART's ability to maintain a consistent connection with CAT in Canby.

**Figure 88** illustrates the other network design challenge produced by the focus on WES- complexity and duplication. This image shows a part of the network map focused on central Wilsonville. In order to facilitate the WES connection, Route 4 operates two very different patterns at different times of day, and the need to bring all routes to the transit center during WES' operating hours creates a lot of duplication on Boones Ferry Rd between Barber and Wilsonville Rd. Duplication is an outcome of a network design focused on one connection point, but it is important to acknowledge that it does have a cost- SMART is currently spending operating resources serving Boones Ferry with three different routes in order to make that connection possible.

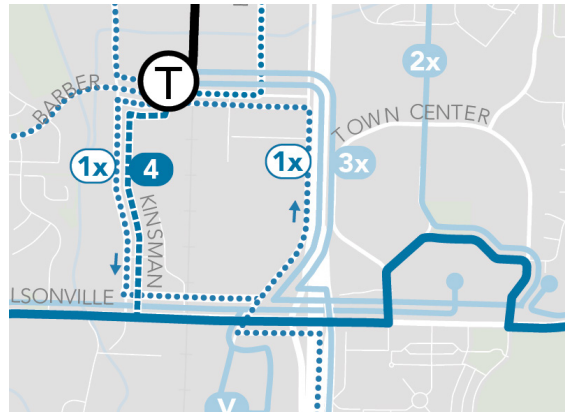


Figure 88: Subset of network map showing central Wilsonville

**Most of SMART's ridership in Wilsonville happens along Wilsonville Rd, or at the transit center.** On the average weekday in April 2022, just under half of all ridership on SMART happened on Route 4. Route 4 connects many of Wilsonville's highest-density residential and employment areas and major destinations, and offers SMART's most useful service. Wilsonville Rd is a powerful generator of transit demand, and likely to continue to be SMART's busiest corridor in the future.

**While most areas are near transit, local trips are time-consuming due to low frequency.** In the examination of travel time isochrones, it was evident that many parts of Wilsonville require transit trips of at least 45 minutes to reach from other areas. 45 minutes is a reasonable travel time at some distances, but is unlikely to be competitive

with driving, cycling or even walking where it is practical for people in a hurry.

**SMART's peak-only routes are generating very little ridership.** In April 2022, Route 5-95th Ave and Route 6-Canyon Creek were each carrying fewer than 15 passengers per day. While there are dense areas and important destinations on both routes, the peak-oriented service design may not be providing mobility during all the periods riders in these markets may need to travel.

In particular, Canyon Creek Rd is surrounded by dense residential development similar to the east end of Wilsonville Rd. This market may present stronger ridership potential were SMART able to offer a higher and more consistent level of service on the corridor.

## **3. SMART's Demand Response Programs**

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# Overview of Demand-Response Services

SMART is required by the Americans with Disabilities Act (ADA) of 1990 to provide a complementary paratransit service to persons who are unable to use public transit fixed route services. SMART offers this service through its Dial-a-Ride program, which includes 4 separate service categories:

- ADA Complementary Paratransit.
- General Public. Provides in-town trips available to anyone under 60.
- Seniors. Provides in-town trips for people ages 60 and older.
- Out-of-Town. Provides trips to destinations outside of the City of Wilsonville for residents and people age 60 or older, at a higher cost and with a longer reservation lead time.

**Figure 89** summarizes the key facts about each program.

One of the most important distinctions is that ADA trips are prioritized, while all other trip types are offered on a space-available basis. ADA trips are available during all hours the fixed-route network is operating including on Saturdays, as required by law, and offer more flexibility in scheduling and booking.

	ADA	Senior	General Public	Out-of-Town
<b>Eligibility</b>	Limited to persons with disabilities, as determined by SMART's Eligibility Committee.	Anyone age 60+.	Anyone.	Anyone enrolled in ADA, Senior or General Public.
<b>Cost</b>	No fare.	No fare.	No fare.	\$3.00 per one-way trip.
<b>Hours of Operation</b>	All hours during which SMART fixed-route network operates.	M-F, 8:00 am - 5:00pm.	M-F, 8:00 am - 5:00pm.	M-F, 8:00 am - 5:00pm.
<b>Trip purpose restrictions</b>	None.	None.	None.	Medical appointment only.
<b>Scheduling Principle</b>	Priority.	Space-available basis.	Space-available basis.	Space-available basis.
<b>% of SMART Demand-Response Ridership</b>	54%	29%	<1%	16%

Figure 89: SMART Demand Response Program Summary

## Eligibility and Enrollment

Each of SMART's demand-response programs requires users to complete an application in order to enroll and use demand-response service. The General Public and Senior programs require only a simple one-page application.

Eligibility for ADA services is determined based on a collection of individual factors, so it requires a more complex enrollment process. The three categories for ADA eligibility for complementary paratransit, as detailed in Circular 4710.1, Chapter 9, 9.1.2 Eligible Individuals, are:

1. Inability to navigate the fixed-route system independently due to physical or mental impairment.
2. Lack of accessible vehicles, stations or bus stops.
3. Inability to reach a boarding point or final destination.

The ADA enrollment process includes a detailed application addressing these factors, and may also require a functional, in-person assessment. This process ensures that SMART is able to accurately verify which potential customers are eligible for the most useful demand-response services, but the more complex application process for ADA services may also introduce a barrier to access for some

users compared to the simpler application processes for the other programs.

## Travel Training

SMART also partners with Ride Connection to offer a sophisticated free travel training program (RideWise) designed to help older adults and people with disabilities navigate the transit system. Travel training programs help people who might otherwise rely solely on demand-response services to gain access to information and training the enable them to use the fixed-route network independently.

Travel training programs like RideWise help expand users range of travel options, and are also an important complement to demand-response service because they have the potential to help shift a portion of demand-response users' trips to the fixed-route network, which can provide them at a much lower cost to SMART.

# Performance

## Cost

In the years leading up to the start of the Covid-19 pandemic, the cost of SMART's demand response program was relatively stable, with total operating expenditure in 2016-2019 of between \$880,000 and \$1.04 million, shown in **Figure 90**. The greatest cost increase occurred in 2020, when SMART was forced to adapt to the variety of unique circumstances associated with the onset of the Covid-19 pandemic. In the years prior, the agency's demand-response operation appeared to be managed on a sustainable financial basis.

## Ridership

**Figure 91** shows the long-term ridership trend on SMART's demand-response programs. Over the past decade, ridership was relatively stable, before increasing substantially in 2016. Ridership then began falling, with the lowest point in 2020.

The cause or attribution of the large jump in demand-response ridership reported to NTD is unclear. In 2016, SMART implemented the Villebois shuttle service as a deviated-fixed route, with ridership reported to NTD as part of its demand-response services. The Villebois shuttle was transitioned to full fixed-route service, moving this ridership out of the

SMART Demand-Response Operating Expenses  
2016-2020 (last five years available)

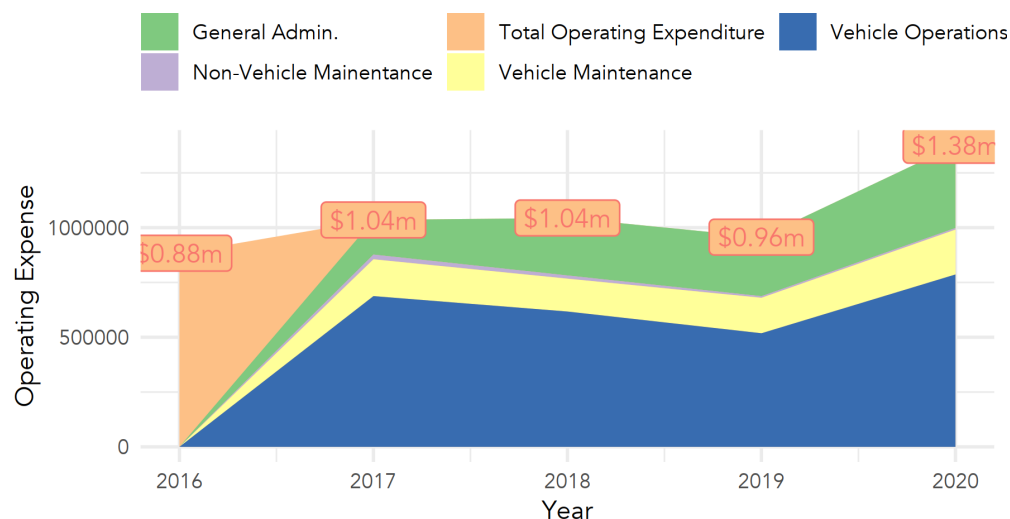


Figure 90: SMART Demand Response Operating Expenses, 2016-2020

SMART Demand-Response Ridership

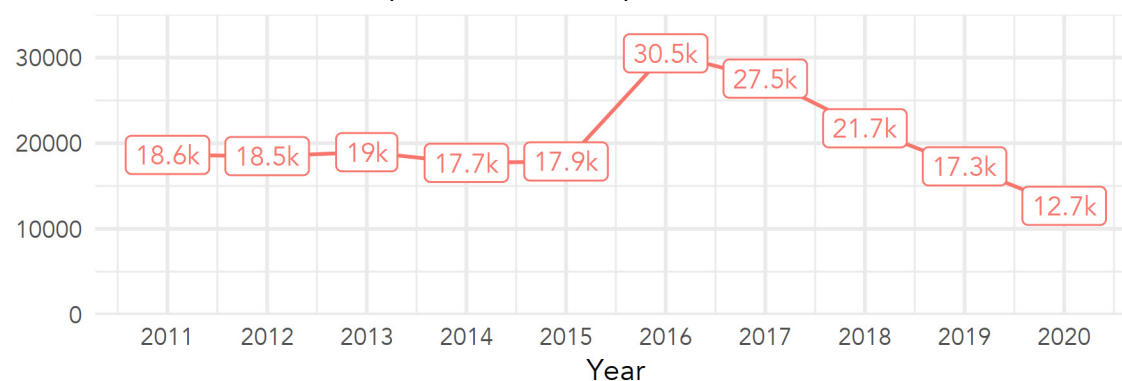


Figure 91: SMART Demand Response Ridership, 2011 - 2020

demand-response category.

## Cost per Ride

Over the long term, cost per passenger trip has been relatively stable in the past decade. Cost per passenger dropped sharply in 2016 (the year the ridership spike likely related to the introduction of the Villebois shuttle occurred), but by 2018 and 2019 was in the range it had been in 2013-2015. In 2020, cost per passenger increased dramatically (nearly doubling), the combination of cost increases and ridership declines attributable to the unique circumstances of the first year of the Covid-19 pandemic.

## Ridership by Program

**Figure 93** shows the number of trips in April 2022 made using each program. In April 2022, there were 623 total trips made on SMART demand-response services. ADA trips made up the largest share of overall ridership, with about 54% of April trips on that program. The senior program was second, with about 30% of trips. Most of the remainder were out of town trips, with just 3 general public trips during this time.

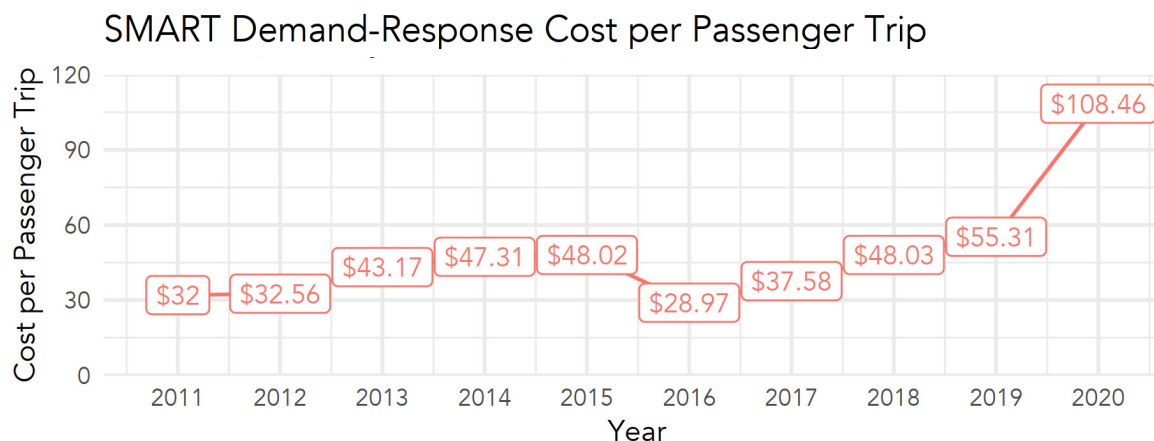


Figure 92: SMART Demand Response Cost per Boarding 2011-2020

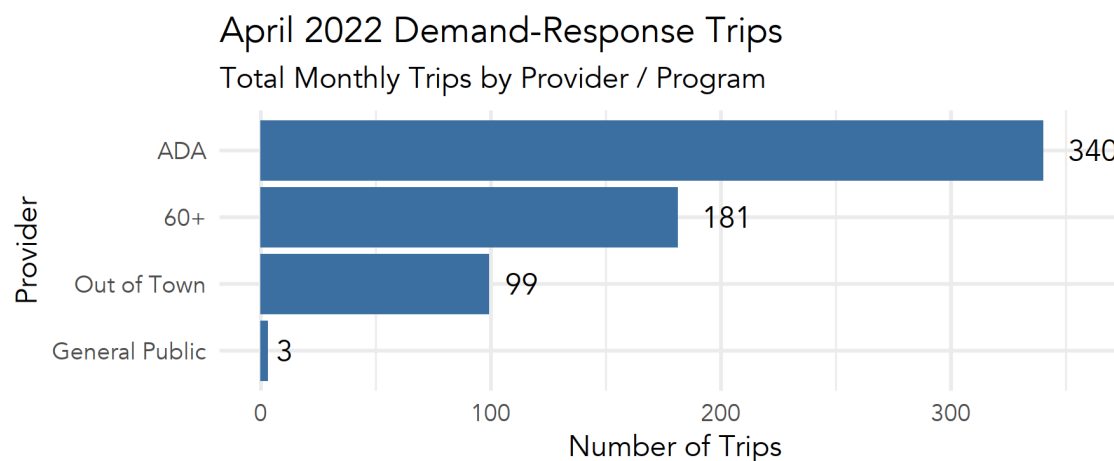


Figure 93: SMART Demand-Response Trips by Program, April 2022

## Trip Duration

In-town trips are short, with the majority of trips on the ADA and Senior programs requiring fewer than 20 minutes to complete. **Figure 94** shows the distribution of the duration of trips on the Senior, ADA and Out-of-Town programs during April 2022. Because of the small number of trips, General Public trips are excluded from this graph.

SMART's decision to offer Out-of-Town trips to enrollees of the ADA, Senior and General Public programs provides an extremely useful means of accessing medical destinations outside of Wilsonville. However, Out-of-Town trips naturally tend to take longer, because they involve moving people to destinations outside of Wilsonville. The average Out-of-Town trip lasts 27 minutes, compared to 13 minutes for ADA and 14 minutes for Seniors. In April, the total duration of Out-of-Town trips (44.8 hours) was actually slightly larger than that of Senior trips (43.6 hours).

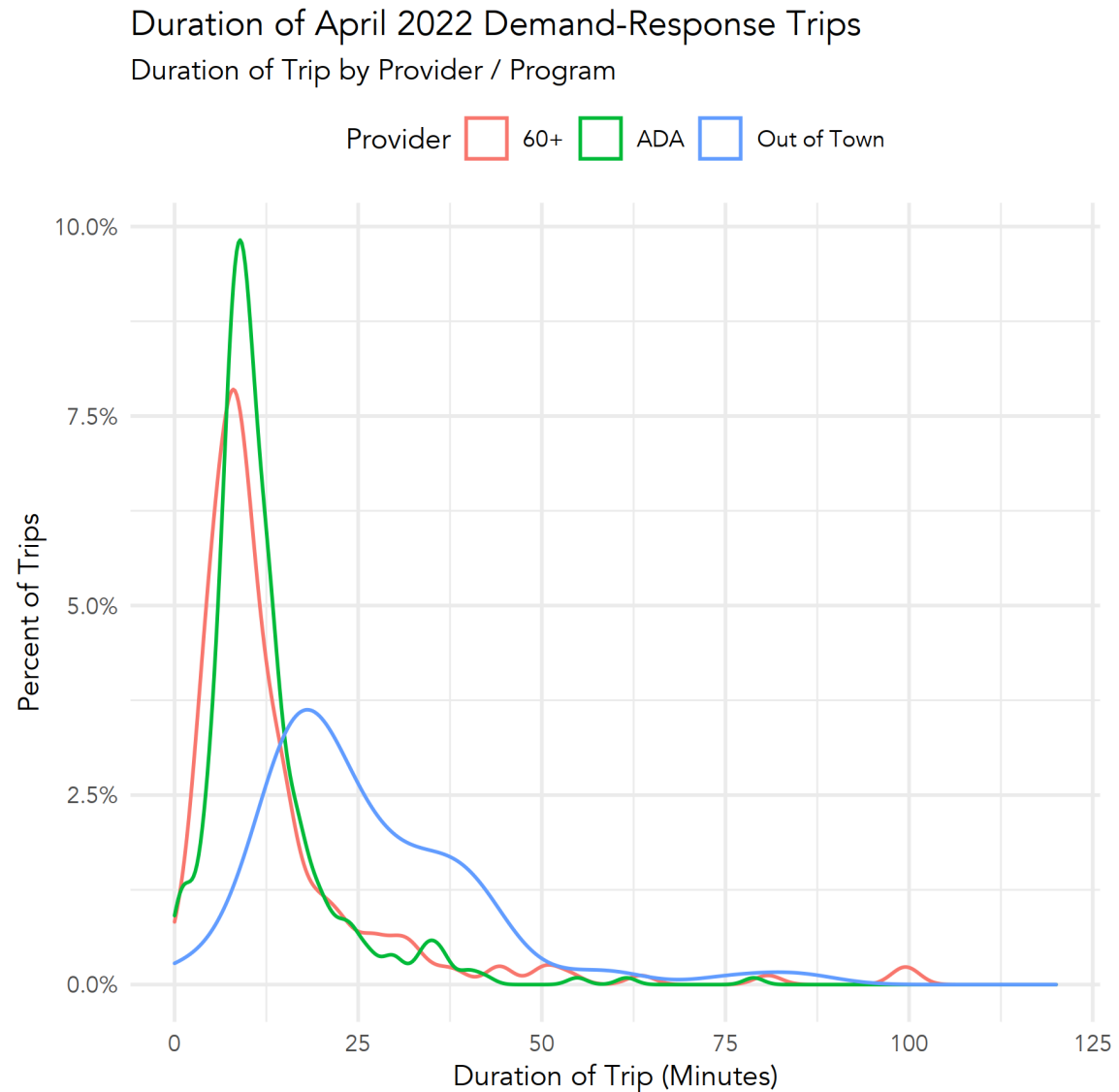


Figure 94: SMART Demand-Response Trip Duration by Program, April 2022



# Destinations

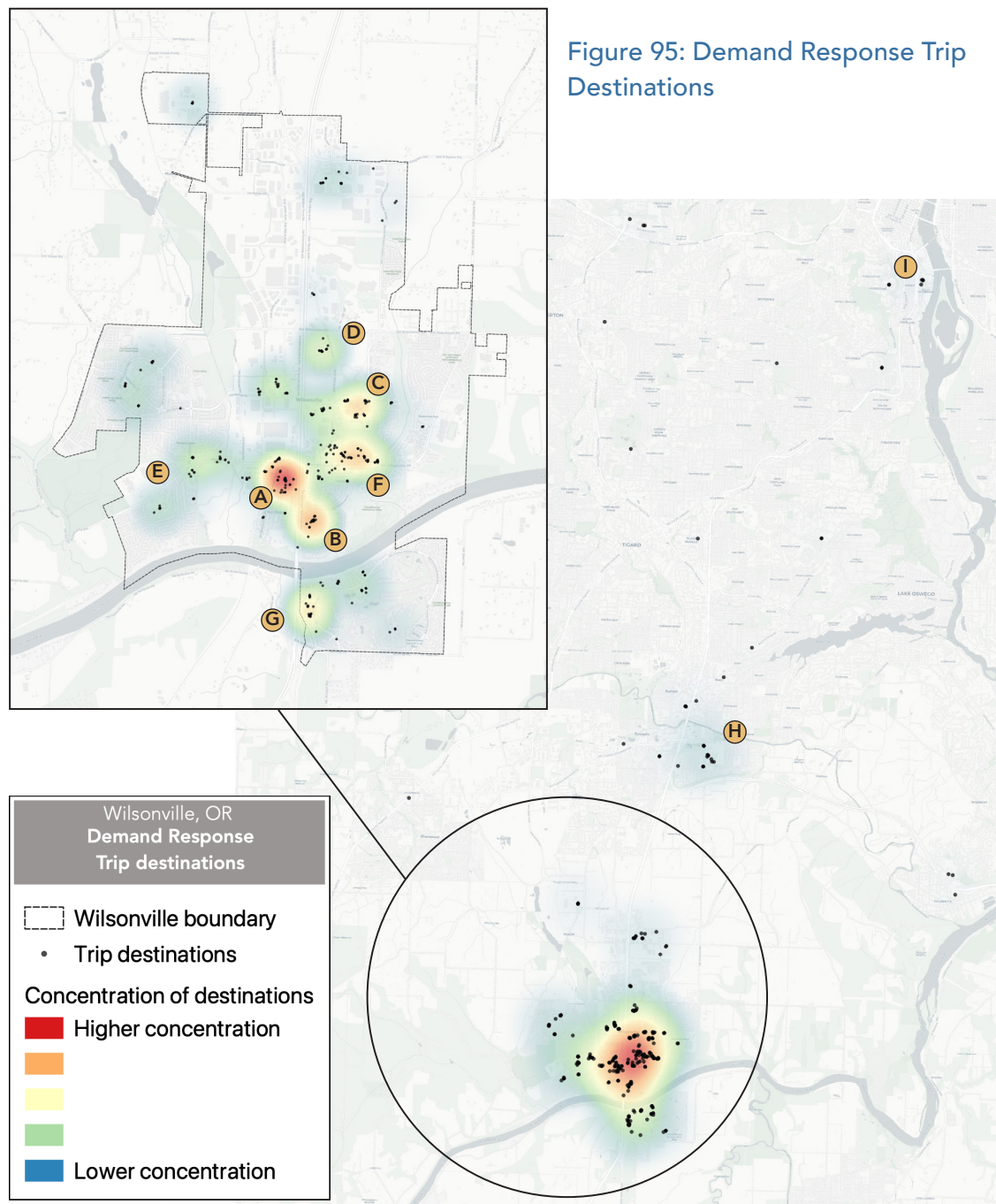
Where do people use SMART's demand-response services to travel to?

**Figure 95** shows each demand response trip destination served during April 2022. While the focus of activity was on Wilsonville, as mentioned previously, about 16% of trips are made outside of the city boundaries.

In Wilsonville, some of the notable concentrations of destinations included:

- Fred Meyer **A**.
- Seniors' housing at the **B** Village at Main, **C** Brookdale Wilsonville, **D** Portera at the Grove, and Wiedemann Park **E**.
- Wilsonville Community Center, Safeway, and nearby seniors' apartments **F**.
- In Charbonneau, serving seniors' apartments on the west side **G**.

While SMART delivers trips to destinations in Portland, Oregon City and other communities, the largest single demand-response destination outside of the city is the Legacy Meridian Park Medical Center in Tualatin **H**. There were 23 trips to this hospital or surrounding specialist offices in April 2022. The second busiest out-of-town destination was OHSU **I**, with a total of 6 trips combined between the Marquam Hill and South Waterfront campuses.



# Key Takeaways

This Transit Master Plan update will not focus on identifying changes or improvements to SMART's demand-response programs. However, there are some important things we can learn from these programs to inform thinking about future changes to the fixed-route network.

***SMART's demand-response programs are designed to prioritize ADA trips.***

ADA trips make up a majority of SMART demand-response trips, and there are clear benefits to utilization of the ADA program that would not discourage eligible customers from using it in favor of the Senior program.

***SMART's customers can gain expertise in using both demand-response and fixed-route services, thanks to the partnership with Ride Connection.***

A sophisticated travel training program is a key element in ensuring that demand-response riders are not siloed into reliance on only one service. While not all demand-response customers will find the fixed-route network a viable alternative, the infrastructure is there to help people gain the information needed to make trips in the best way for them. As a result, future improvements to the fixed-route network also have the potential to benefit demand-response customers.

***In most of Wilsonville, demand-response trip patterns are similar to***

***fixed-route ridership.*** Some of the busiest destinations for demand-response service are the same places that see a lot of boardings on fixed-route, especially major retail like Safeway and Fred Meyer, and the stops serving apartment buildings around Town Center Loop.

***Demand-response trip patterns indicate some important places SMART could consider serving in the future.***

Some of the busiest places on the demand-response system are in places that SMART currently doesn't serve, particularly the higher-density senior housing developments on the west side of Charbonneau. Additionally, the Legacy Meridian Park Medical Center is the busiest destination for demand-response trips outside of Wilsonville. SMART's Route M-Medical Shuttle (currently suspended) makes this connection, but there may be other ways of serving this destination with the fixed-route network that make reaching it more convenient.

## **4. SMART's Local Market**

# The Market & Need for Transit

SMART's primary service area is the City of Wilsonville, although several of its routes extend outside of those boundaries. This section reviews the key demographic and land use factors relevant to transit network planning, and describes the role each play in assessing transit demand or need.

In this chapter, we present and discuss data that informs two different types of considerations in transit planning:

- Where are the strongest markets for transit, with potential for high ridership and low operating costs?
- Where is there elevated need for transit, where coverage services may be important even if they do not attract high ridership?

A "strong transit market" is mostly defined by where people are, and how many of them are there, rather than by who people are. We learn about transit needs mostly by examining who people are and what life situation they are in.

## Measuring Demand and Need

On the following pages, these maps and diagrams help us visualize potential transit markets and needs:

- Residential density
- Job density
- Activity density (combined residential and jobs)
- Density of young and older residents.
- Density of people of color.
- Maps of walkability.

These visualizations are based on information from the US Census American Community Survey (2019), 2020 US Census, and OpenStreetMap (walkability).

## New Service Areas

This chapter also briefly describes some of the approved future development that could change land use in Wilsonville, and thus the areas SMART could potentially serve.

## The Ridership Recipe

Creating a useful transit network isn't just about faster or more frequent service. Many factors outside the direct control of SMART—such as land use, development, urban design, and street networks—affect transit's usefulness.

The built environment factors shown in

**Figure 96** on the next page are critical to a broadly-useful, high ridership transit network:

- **Density.** Where there are many residents, jobs and activities in an area, there are many places people might want to go, and many people nearby who might choose to ride transit.
- **Walkability.** An area only becomes accessible by transit if most people can safely and comfortably walk to and from the nearest transit stops.
- **Linearity.** Short, direct paths between destinations are faster and cheaper for SMART to operate. Linear routes are also easier to understand and more appealing to most potential riders.
- **Proximity.** The longer the distance between two places that SMART wants to serve, the more expensive it is to connect them. Areas with continuous development are more cost-effective to serve than areas where there are large, undeveloped gaps between destinations.

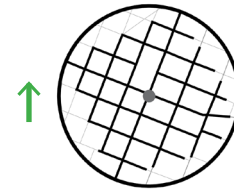
These elements are important preconditions for where transit can be useful for many people, at a relatively low cost.

## The Ridership Recipe: Higher Ridership, Lower Costs

**DENSITY** *How many people, jobs, and activities are near each transit stop?*



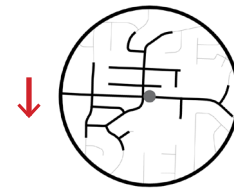
**WALKABILITY** *Can people walk to and from the stop?*



The dot at the center of these circles is a transit stop, while the circle is a 1/4-mile radius.

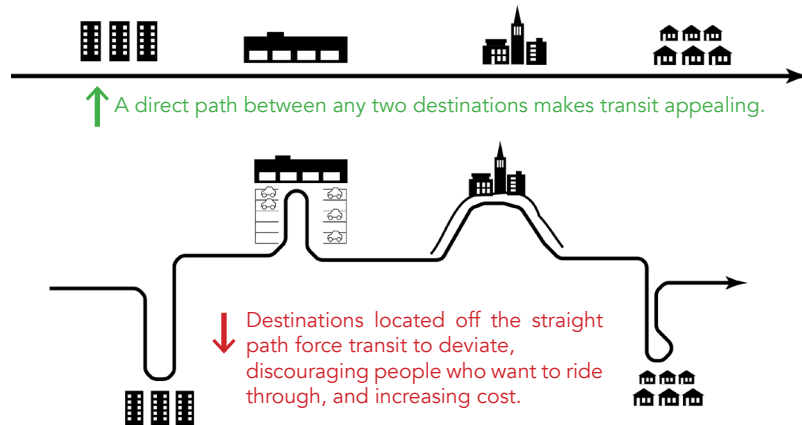


It must also be safe to cross the street at a stop. You usually need the stops on both sides for two-way travel!



The whole area is within 1/4 mile, but only the black-shaded streets are within a 1/4-mile walk.

**LINEARITY** *Can transit run in reasonably straight lines?*



**PROXIMITY** *Does transit have to traverse long gaps?*

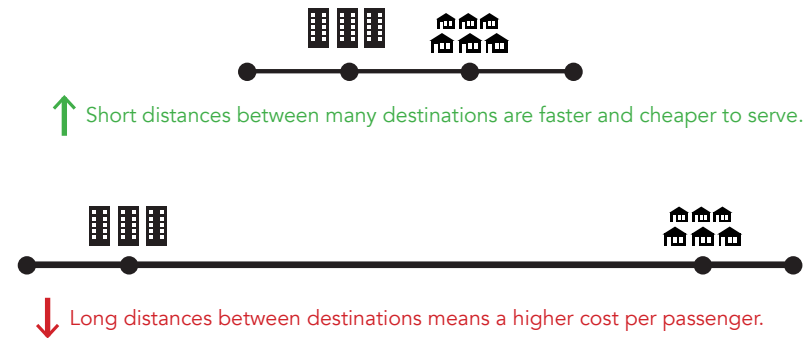


Figure 96: The Ridership Recipe describes how the built environment affects potential for high ridership and transit efficiency.



# Population Density

The first and simplest land use factor for transit ridership is density: how many people are nearby who could potentially choose to ride transit? When more people are closer together, the potential market transit can address is larger. **Figure 97** shows the population density in each census block near Wilsonville as determined in the 2020 Census.

In Wilsonville, most residential development is located away from I-5 and the core commercial areas of the city. On the west side, the master-planned Villebois **A** area is developed at a range of densities, with a core of apartments and townhomes surrounded by single family neighborhoods. Most other residential areas on the west side are predominantly single-family, although there are some pockets of higher density **B**.

Density is higher east of I-5, with major apartment complexes located along both sides of Wilsonville Rd from I-5 to Advance Rd **C**, as well as along the Town Center Loop, Canyon Creek Rd, and Parkway Ave. Multifamily residential land uses continue north along Canyon Creek **D** with more gaps between individual developments, until the road ends at the city limit.

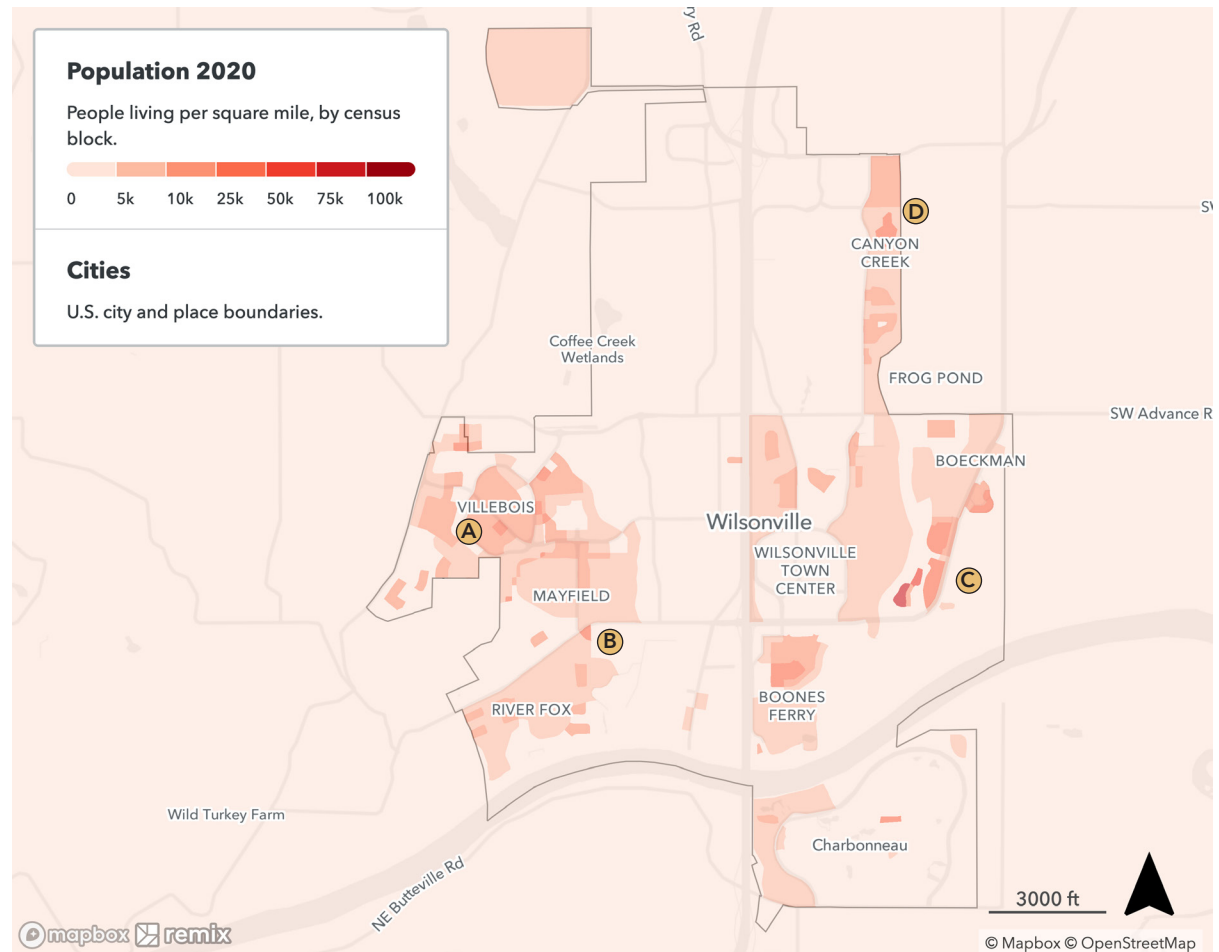


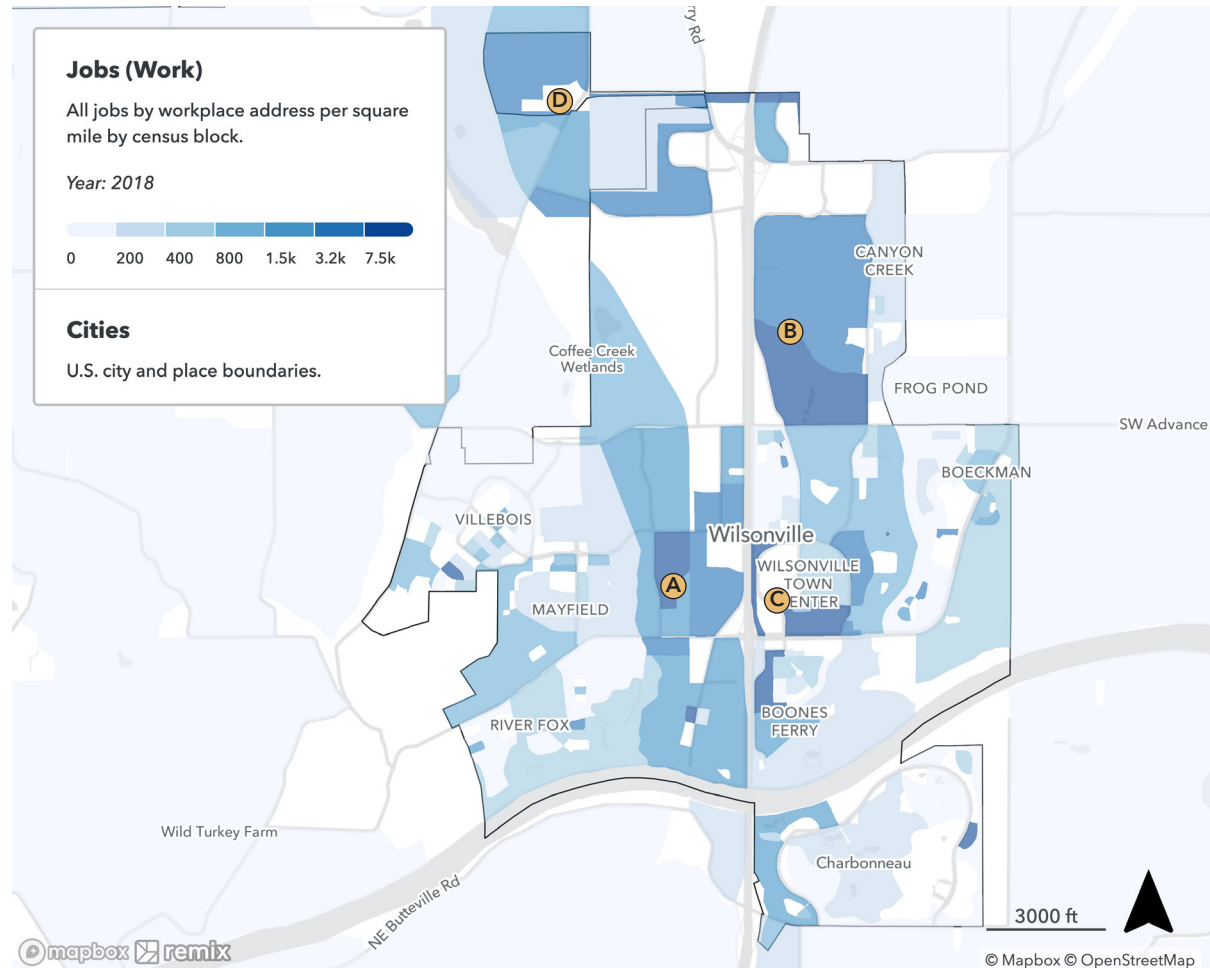
Figure 97: Population Density

# Employment Density

**Figure 98** shows the density of employment by census block in Wilsonville. Employment is another important indication of the size of the market for transit; employment locations generate travel demand not just from their employees, but from customers, clients and visitors.

In Wilsonville, employment density is highest in four main areas:

- Along Boones Ferry Rd and Boberg west of I-5, a mix of commercial, logistics and industrial employers. Density is greatest between Wilsonville Rd and Barber St. **A**
- Along Parkway Ave **B**, where a variety of office and technology campus buildings are located, as well as the OIT Portland Metro campus.
- Near Wilsonville Town Center **C** west of I-5 along Wilsonville Rd. Employment in this area mainly consists of retail and service establishments. One of the largest retailers in this area, Fry's Electronics, closed permanently in 2021.
- In the northwest area **D**, a mixture of industrial and distribution businesses and office parks are located along 95th Ave, extending to the industrial park surrounding Commerce Circle in the north.



**Figure 98: Employment Density**



# Activity Density

Together, population and employment density provide a good indication of the relative level of activity in different areas throughout the day. **Figure 99** maps the combination of employment and population density in Wilsonville and nearby areas.

The map uses a three-color scale: residential density is shown in shades of red, job density is shown in shades of blue, and places where residents and jobs are both present are shown in shades of purple. The darker the color, the greater the number of jobs or residents in the area.

The main area of Wilsonville where residential and employment density converge is along Town Center Loop **A**. The Town Center has important retailers like Goodwill and Safeway, the CCC Wilsonville campus, and a variety of smaller businesses. There are also a number of large apartment buildings near the north and east side of the loop, as well as one residential property (Town Center Park Apartments) along Park Pl. inside Town Center Loop itself.

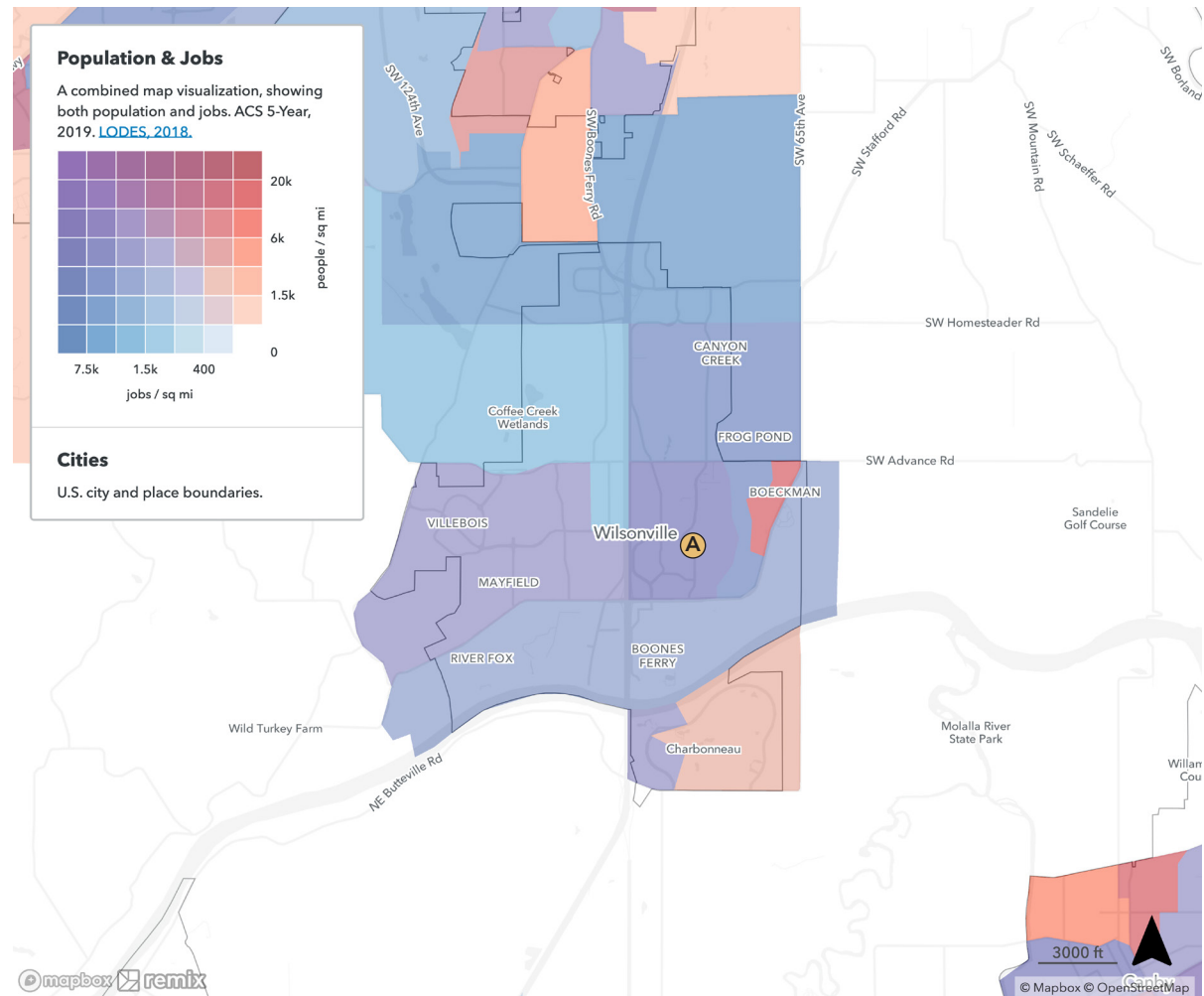


Figure 99: Activity Density

# Race and Ethnicity

**Figure 100** shows the density of people of color by census block, as reported in the 2020 Census. In Wilsonville, people of color make up almost 20% of residents. Hispanic or Latino residents make up 13%, while the second most numerous group are Asian residents, who make up about 4% of the population.

The distribution of people of color in Wilsonville is generally quite similar to that of the population as a whole. Higher-density areas tend to have a greater number of nonwhite residents, particularly in the apartment areas around the east side of Wilsonville Rd (A), Canyon Creek, and residential neighborhoods on the west side (B). Notably, despite the higher-density residential areas of western Charbonneau, density of minority residents is low throughout Charbonneau (C).

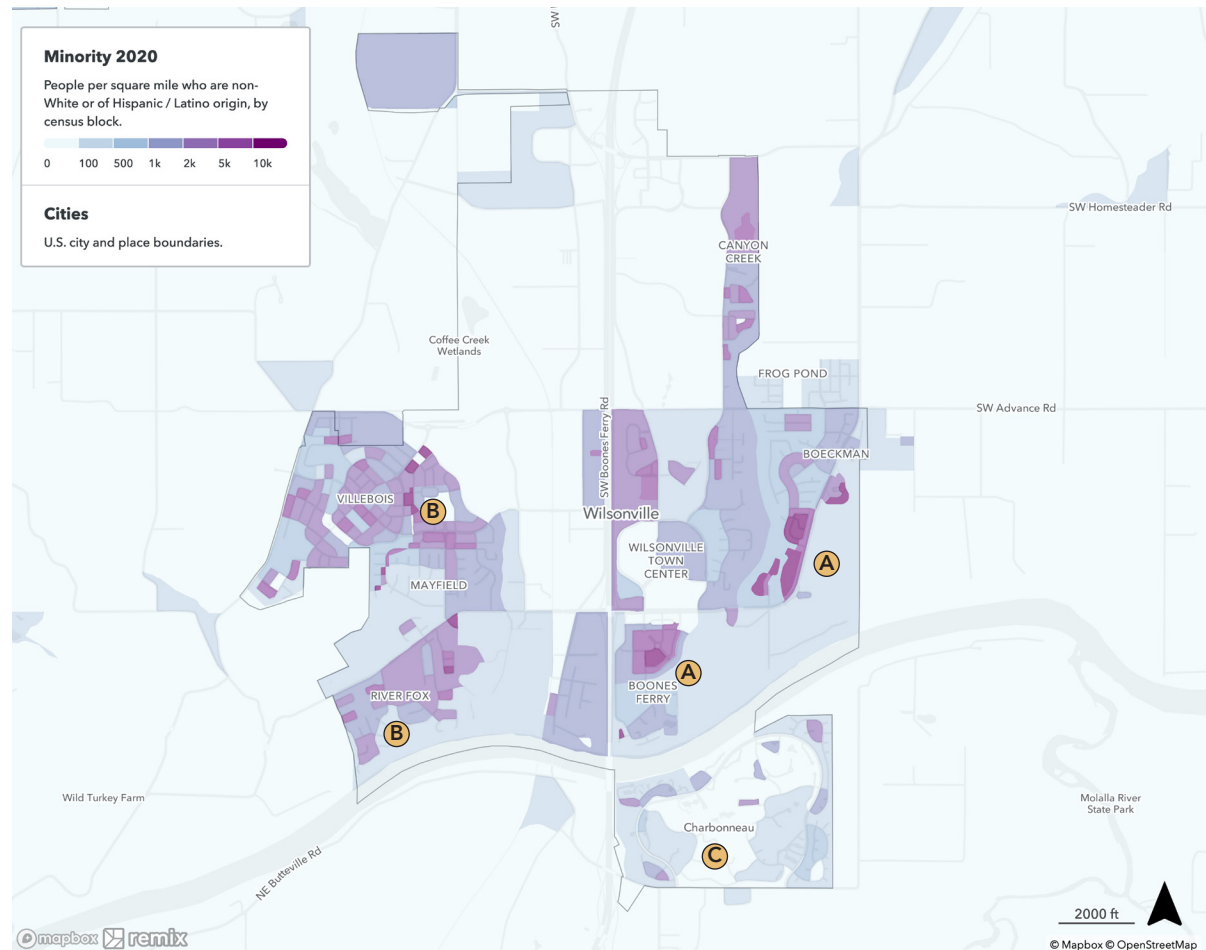


Figure 100: Density of Minority Residents

# Residents in Poverty

A common goal for transit service is to provide affordable transportation for lower-income people, who are less likely to own cars. Understanding where lower-income populations are located is also a key civil rights requirement.

Transit can be an attractive travel option for low-income people due to its low price. SMART fixed route service is free, except for Route 1X - Salem. In dense areas with walkable street networks, this can produce high ridership. However, if transit doesn't actually allow people to make the trips they need in a reasonable amount of time, even people with fewer financial resources will have a strong incentive to finding other ways to get where they need to go.

In Wilsonville, the density of people in poverty tracks closely with overall density. The highest concentrations are found in the block group enclosing Town Center Loop and nearby apartments **A**, as well as the dense areas further east along Wilsonville Rd **B**.

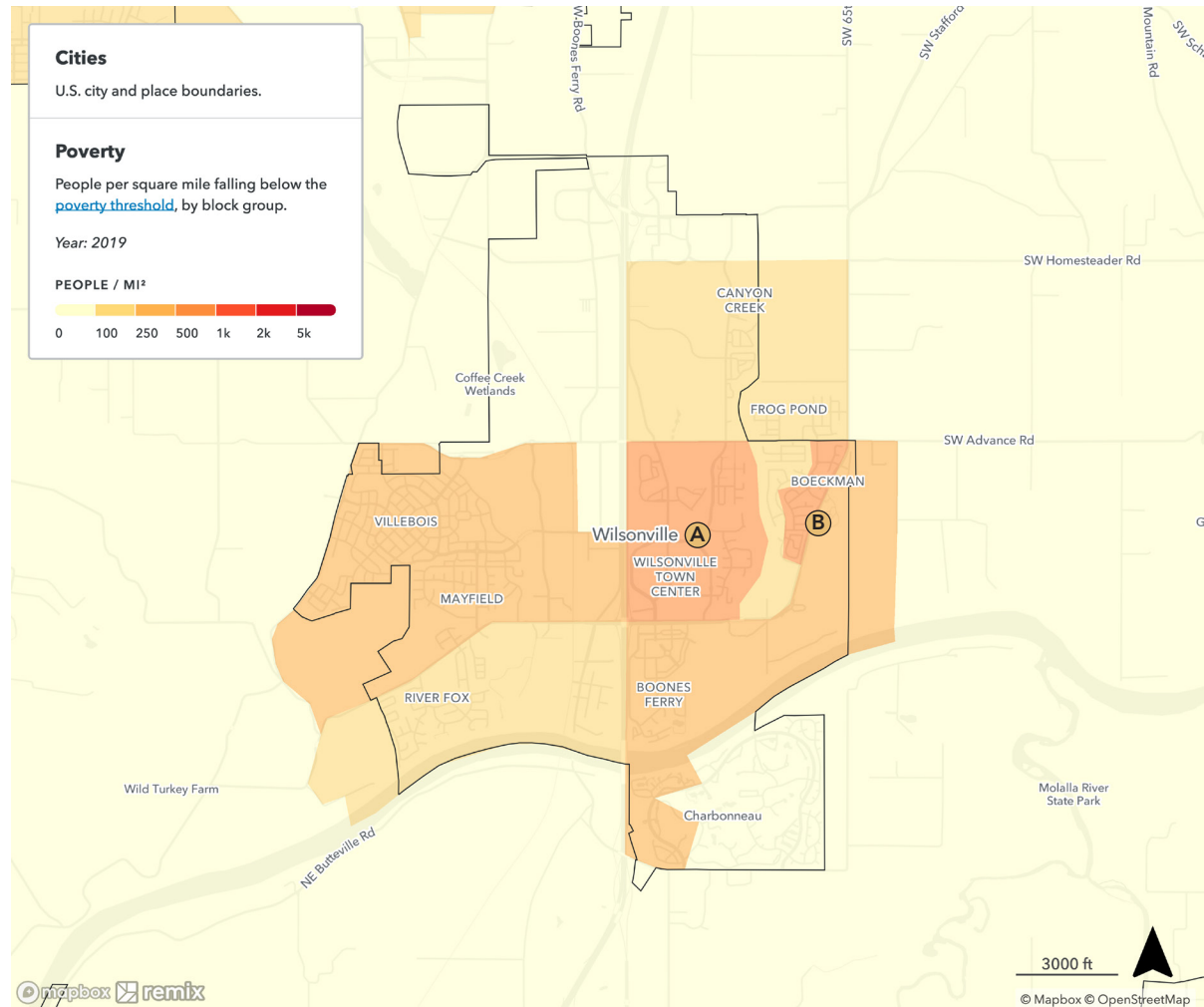


Figure 101: Density of People of in Poverty

# Senior Residents

**Figure 102** shows the density of senior residents in Wilsonville. Seniors constitute around 15% of the total population in Wilsonville, and some of Wilsonville's highest-density housing is found in apartment developments oriented towards older adults.

While older adults are present in all residential areas, there are some notable concentrations in areas that are home to higher-density senior housing developments, as on the west side of Charbonneau **A**, in the residential areas northwest of Wilsonville Town Center **B**, and on the western edge **C** of Villebois .

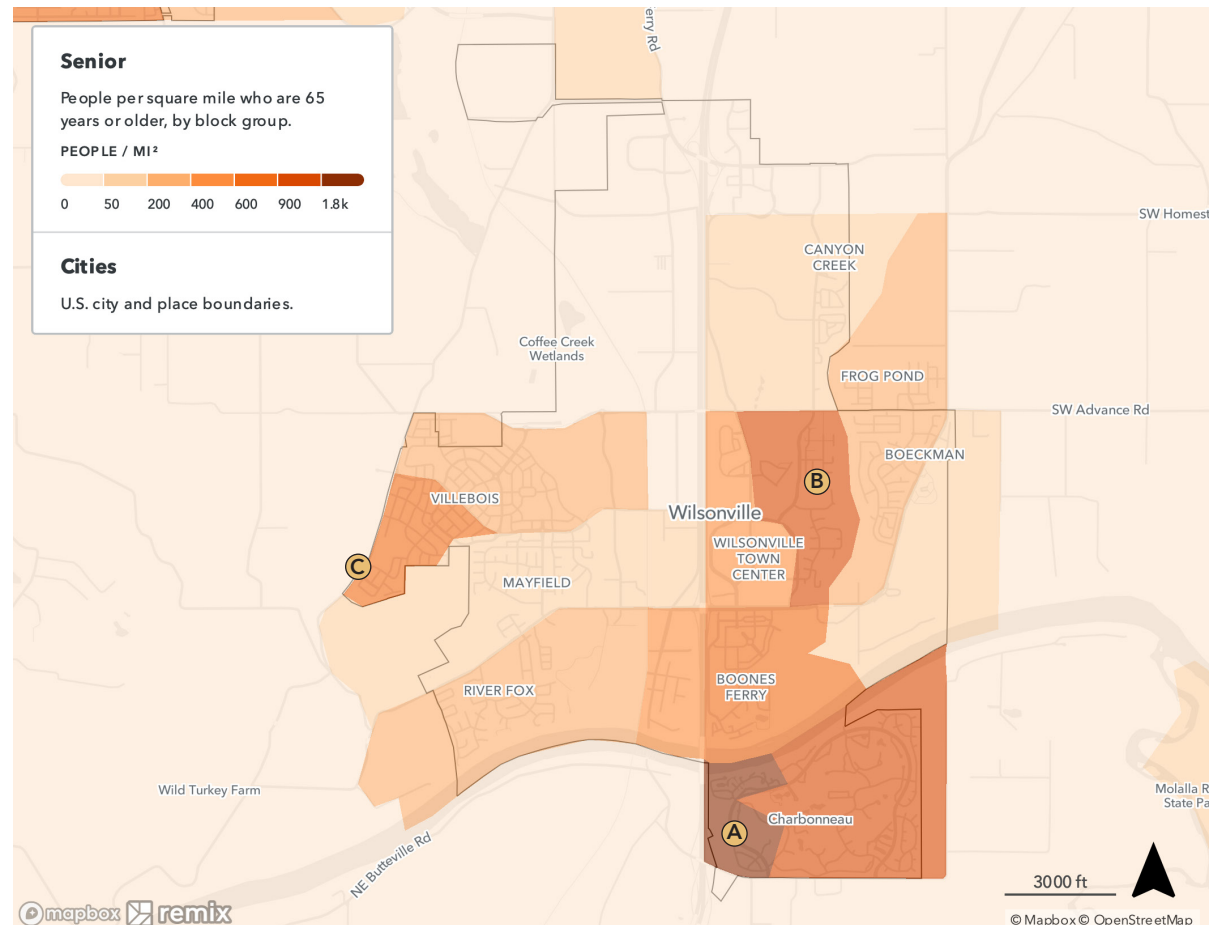


Figure 102: Senior Density

# Younger Residents

Just as transit coverage can meet the needs of seniors who cannot or choose not to drive, transit service can also be a useful option for the travel needs of children and teenagers who are too young to drive.

**Figure 103** shows the density of residents under the age of 18 in each Census block group in Wilsonville. Children under the age of 18 constitute around 20% of the total population in Wilsonville. The highest densities of younger people are found in the dense housing areas along Canyon Creek **A** and Wilsonville Town Center **B**, as well as in Villebois **C**.

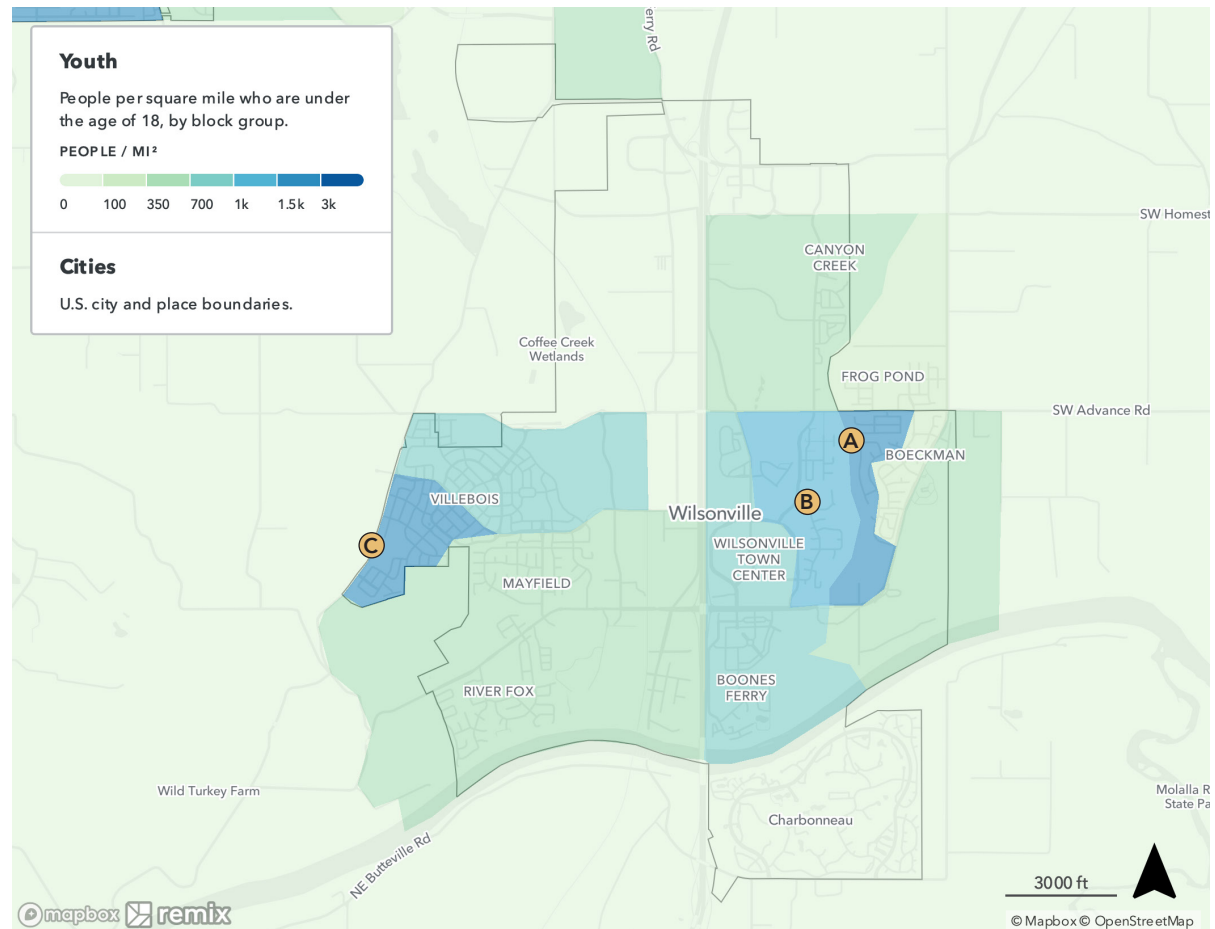


Figure 103: Youth Density



# Walkability

Walkability is one of the most important factors determining whether transit is likely to generate higher ridership. If it is not safe or convenient to walk to a stop, few people are likely to choose to do so unless they have few other travel options.

**Figure 104** shows an estimate of how walkable different parts of Wilsonville are based on street connectivity.

This measure compares the area reachable “as the crow flies” to the area actually accessible using the existing street network. While this measure is not sensitive to the quality of infrastructure, it does show where walking trips are likely to be shorter or longer.

Wilsonville’s street layout is generally circuitous, with a low degree of connectivity between individual neighborhoods or developments. Connectivity is highest around the commercial areas east and west of I-5 **(A)**, as well as in Villebois **(B)** which was designed with a grid street pattern. Connectivity is lower in most other parts of the city, even in areas of high density along the eastern half of Wilsonville Rd **(C)**.

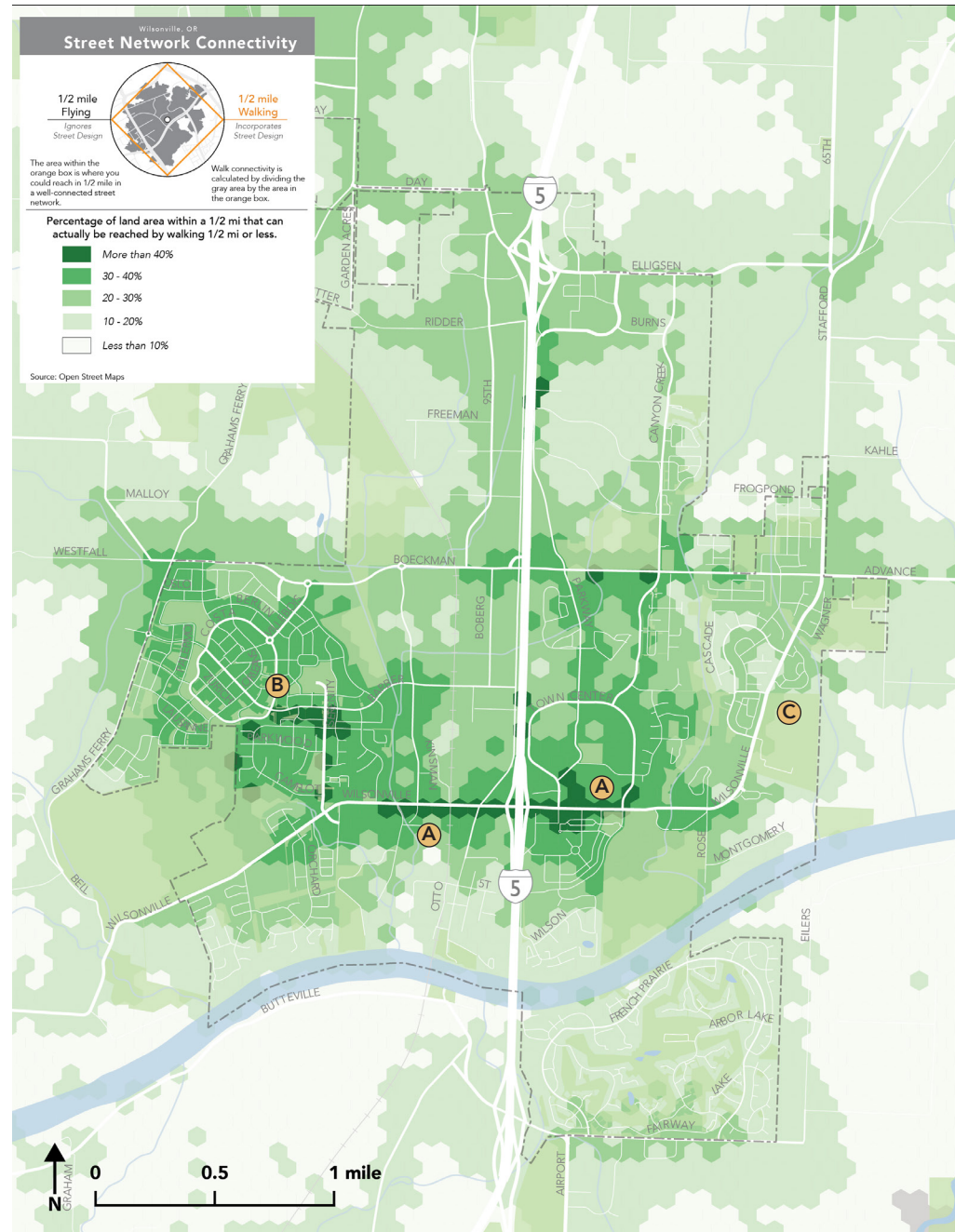


Figure 104: Street Network Connectivity

# New Service Areas

There are changes to the urban form of Wilsonville happening right now or coming in the near term that future planning for the transit network must consider.

## Wilsonville Town Center & I-5 Pedestrian Bridge

The Wilsonville Town Center Plan was developed in 2019 and created new conceptual land use concepts and recommendations for the future of the Town Center area. The Plan proposed to update the Town Center into a mixed-use, walkable, and transit accessible space that is a central hub of the community. The future Town Center could potentially have an additional 800 residential units over the next 20 years. **Figure 105** shows the proposed pedestrian bridge and planned multimodal network from the Town Center Plan.

## I-5 Pedestrian Bridge

The Wilsonville Town Center Plan included a recommendation of a Bike/Pedestrian system in the area, and included a proposed Bike/Pedestrian Bridge that connected the Town Center to the Wilsonville Transit Center. This will provide

connections to nearby employment areas, multi-family housing, and Wilsonville's Town Center commercial center.

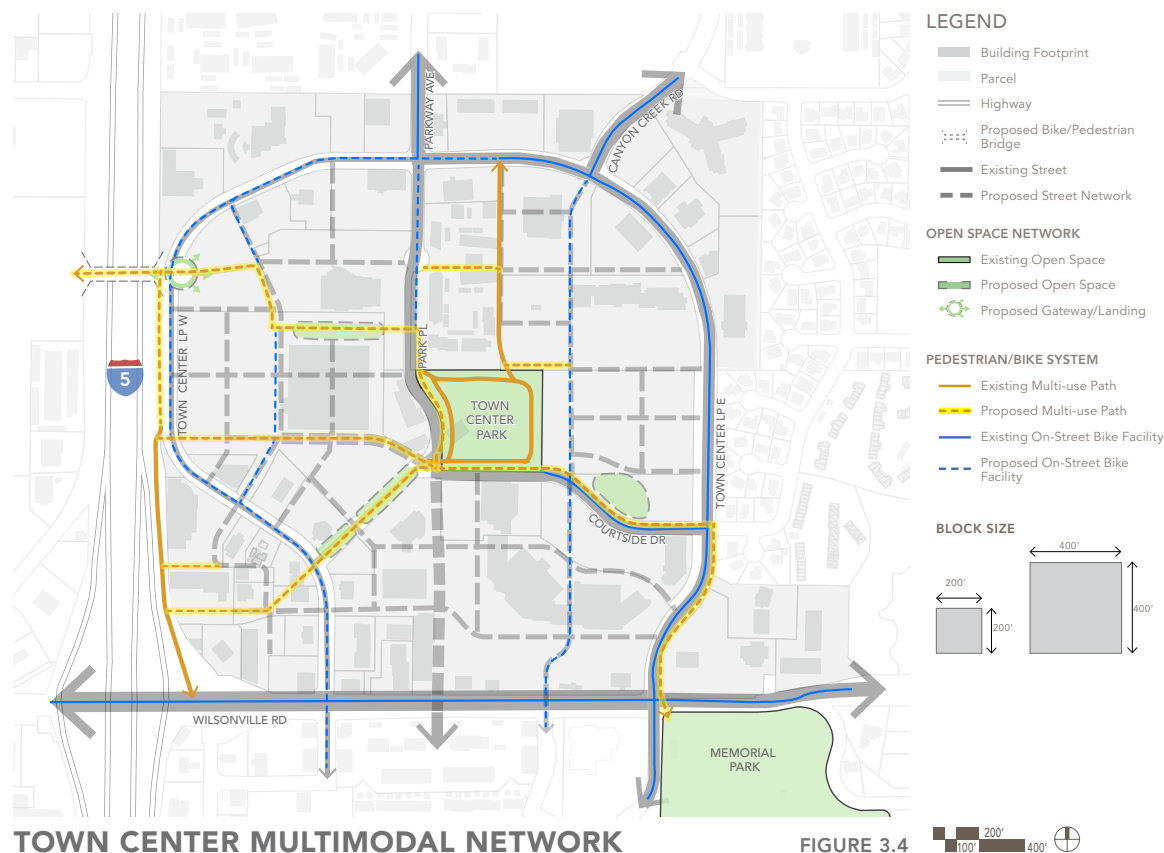


Figure 105: Planned Town Center Multimodal Network



## Frog Pond

A new residential area is currently under construction near the intersection of Stafford Rd and Boeckman Rd. The master plan for this area was completed in 2015, and identifies three new neighborhood areas at the edge of the urban growth boundary that will incorporate development at low and moderate densities - single-family homes, and attached townhouses. **Figure 106** reproduces the neighborhood framework map from the 2015 Frog Pond Area Plan.

If fully built-out, the entire Frog Pond development would add nearly 2000 units to Wilsonville's housing stock. However, only portions of the western neighborhood are under construction or built so far, and only these areas are within the UGB at present. If completed as described in the original master plan, the western Frog Pond development would consist of approximately 600 single-family units located northwest of the Stafford/Boeckman intersection.

While not complete, the Frog Pond development has already produced one important change relevant to the transit network: the signalization of the Stafford / Boeckman intersection. Previously an uncontrolled four-way stop, the intersection now has dedicated left turn lanes for all four approaches, as well as improved sidewalks and bike lanes.

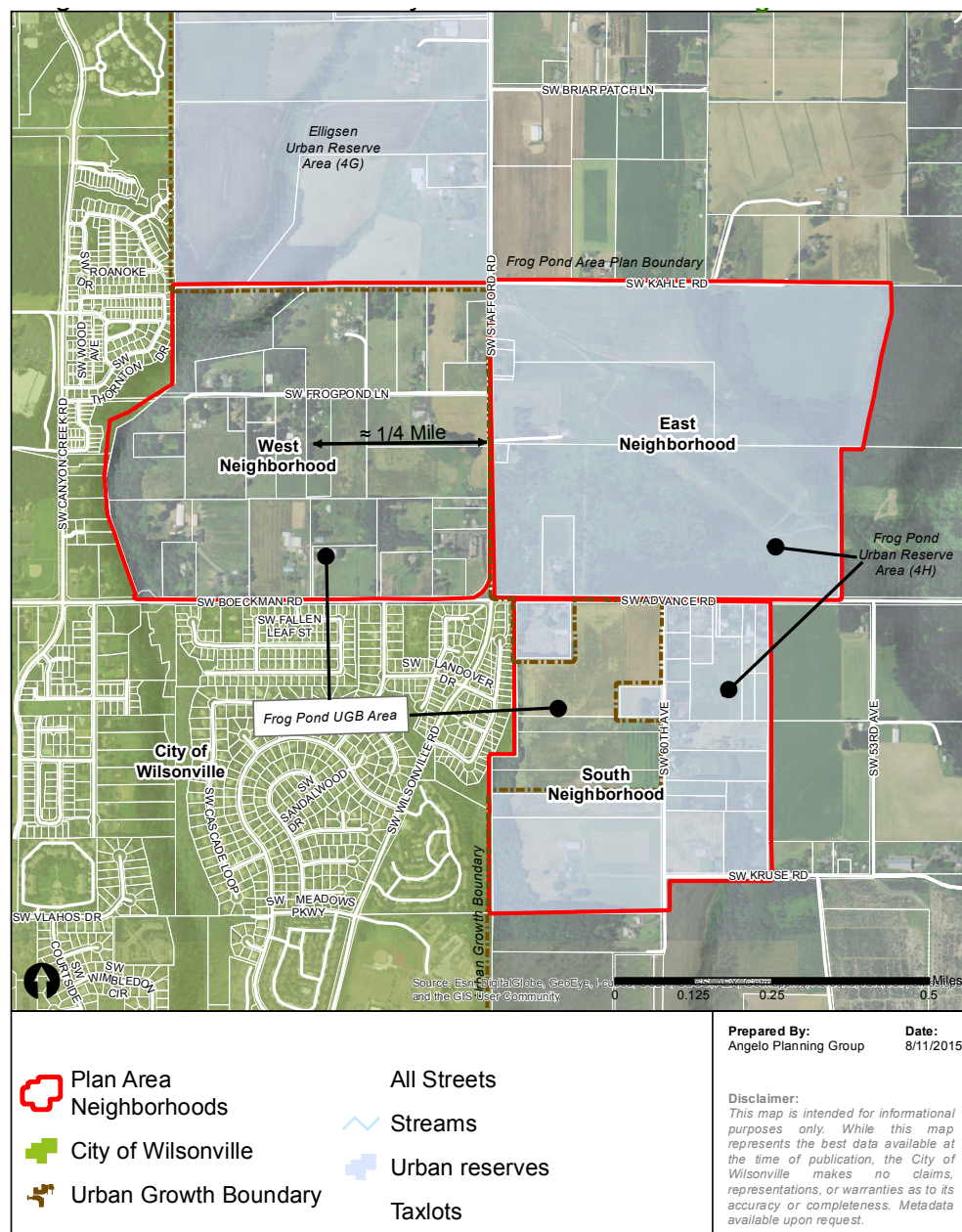


Figure 106: Frog Plan Neighborhood Framework

## **5. SMART's Regional Markets**

SMART is Wilsonville's transit agency, but its role is not just to move people within the city. SMART also provides connections to neighboring communities like Salem, Tualatin and Canby, facilitating the movement of people back and forth around the southern portion of the Portland region and Mid-Willamette Valley.

A majority of jobs in Wilsonville are held by people arriving from other parts of the region to work, and many of the city's residents work in jobs located outside of Wilsonville. **Figure 107** shows the number and percent of workers living or employed in Wilsonville who commute to or from somewhere else, based on US Census LEHD data for 2019 (the most recent time period available). In both cases, only a small minority live and work in Wilsonville: about 9% of people employed in Wilsonville live in the city, while about 16% of workers living in Wilsonville work in the city.

These statistics speak to the importance of regional connections for SMART. As SMART seeks to improve its network in the future, one important question is which regional connections should it focus on? Are there connections that exist today that should be the target of more investment, to make them more useful and reliable for travel all

day? Or, are there regional markets that aren't served at all, and where a new transit connection could make new trips possible?

This chapter provides a description of SMART's potential regional markets, organized into three broad directional axes:

- East & Northeast, including Oregon City, Milwaukie, the Harmony area, the east side of Portland, Gresham and Sandy.
- West & Northwest, including Tualatin, Tigard, Yamhill County, Beaverton, Hillsboro, and downtown Portland.
- South, including Canby, Salem, Woodburn, Donald, and Molalla.

Today, SMART services extend from Wilsonville in all three directions, but these services are not useful for every type of trip. As

Segment	Count	%
Workers Employed in Wilsonville	18,220	100.00%
<i>Living Outside Wilsonville</i>	16,643	91.30%
<i>Living Inside Wilsonville</i>	1,577	8.70%
Workers Living in Wilsonville	9,722	100.00%
<i>Employed Outside Wilsonville</i>	8,145	83.80%
<i>Employed Inside Wilsonville</i>	1,577	16.20%

Figure 107: Wilsonville Commuting Inflow/Outflow

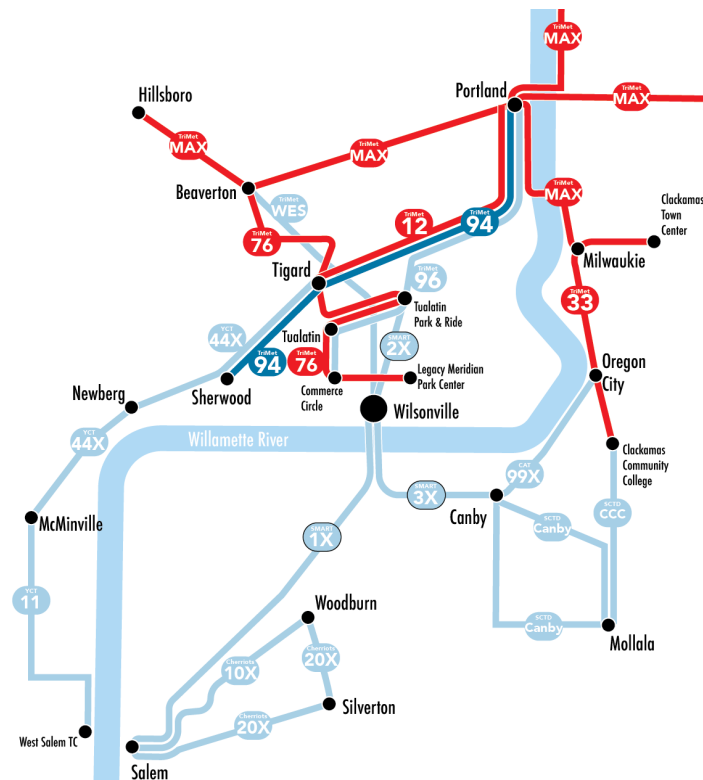


Figure 108: SMART Regional Connections

# Wilsonville Trips

**Figure 109** uses the same data source to show the 25 communities with the greatest number of commute trips to or from Wilsonville. This table represents the total volume of work-based travel, based on the same US Census information on where workers home and employment locations. The general direction of travel from Wilsonville is noted, with **west/northwest destinations shown in blue**, **south destinations shown in green**, and **east/northeast destinations shown in orange**.

Portland is the largest single connection: over 4,600 people either live in Wilsonville and work at employers in Portland, or the reverse. Of these trips to or from Portland, 1,456 involve a home or work location east of the Willamette River.

Wilsonville local trips are the second most common, followed by a range of Washington County cities - Tualatin, Beaverton and Tigard. These are the connections served by WES during rush hours (but not at other times).

Of trips between Wilsonville and the top 25 connections, over 60% are towards the west / northwest or to Portland. About 11% head south, and about 11% head east / northeast. About 19% of home/work pairs involve a location outside of Wilsonville representing less than 1% of the total number of workers; these included 2019 telecommuters.

City	Direction	Total Trips	Pct of Total
Portland	W/NW, E/NE	4644	15%
Wilsonville	Local	1802	11%
Tualatin	W/NW	1416	4%
Beaverton	W/NW	1399	4%
Tigard	W/NW	1394	4%
Salem	S	1137	4%
Hillsboro	W/NW	1025	3%
Lake Oswego	W/NW	934	3%
Woodburn	S	725	2%
Canby	E/NE	718	2%
Oregon City	E/NE	612	2%
Sherwood	W/NW	575	2%
West Linn	W/NW	517	2%
Newberg	W/NW	495	2%
Gresham	E/NE	444	1%
Aloha	W/NW	406	1%
Vancouver	W/NW	258	1%
Milwaukie	E/NE	256	1%
Keizer	S	246	1%
Happy Valley	E/NE	211	1%
Eugene	S	206	1%
Albany	S	176	1%
McMinnville	W/NW	175	1%
Hubbard	S	161	1%
Oak Grove	E/NE	158	<1%

Figure 109: Commute trips to and from Wilsonville (top 25)

# South Metro Regional Trips

While SMART is the City of Wilsonville's transit agency, its full name ("South Metro Area Regional Transit") speaks to a broader challenge in regional mobility. Unlike in TriMet's service area to the north, no single entity is responsible for coordinating and designing regional connections. However, transit works as a network; when SMART establishes routes between Wilsonville and Tualatin and Wilsonville and Canby, it is also creating at least the potential for a service that could be useful for someone traveling from Canby to Tualatin, even if they have no business in Wilsonville at all.

**Figure 110** uses LEHD data from 2019 to show the number of workers moving between each of the cities south of the TriMet district and north of Cherriots' service area. Not every connection shown here could potentially involve SMART; for example, Tigard - Tualatin or Tualatin - Sherwood transit trips will always happen via TriMet routes.

Other trips are more relevant to SMART's service area. For example, about 396 people move between Canby and Tigard; on transit. The most logical way to make this trip is through Wilsonville (via Route 3X and WES, or potentially via 2X and TriMet Line 76), although today's network is not optimized to facilitate this movement.

Some of the most numerous connections

South Metro Area Job Flows  
Number of workers moving between cities

	Aurora	Barlow	Beavercreek	Butteville	Canby	Dayton	Donald	Dundee	Hubbard	McMinnville	Molalla	Mulino	Newberg	Sherwood	St. Paul	Tigard	Tualatin	Wilsonville	Woodburn
Aurora	7				39		7	1	28	6	12	2	12	9	2	22	21	46	51
Barlow		0			4									4		4	4	10	2
Beavercreek	0	0	67		54		4		4	7	48	19	14	10		80	67	48	18
Butteville	0	1		2	15		4		2	3	5		5	3	1	6	7	15	7
Canby	39	4	54	15	1378		29	12	127	68	260	54	118	131	4	396	455	722	383
Dayton			1	1	3	61	3	10	1	267		2	96	13	5	34	37	17	16
Donald	7	0		4	29		12		18	22	13	2	40	16	4	22	28	45	41
Dundee			1		12	10	2	31	1	335	3		270	48	1	74	92	57	27
Hubbard	28	0	4	2	127		18	1	67	31	39	7	33	21	7	80	103	161	265
McMinnville	6		7	3	68	267	22	335	31	5894	28	3	1132	140	6	358	333	176	195
Molalla	12	1	48	5	260		13		39	28	572	82	51	32	2	152	138	158	162
Mulino	2		19	1	54		2		7	3	82	31	8	10	1	42	22	37	14
Newberg	12	2	14	5	118	96	40	270	33	1132	51	8	2226	537	24	822	887	509	181
Sherwood	9	4	10	3	131	13	16	48	21	140	32	10	537	834	10	1022	1115	575	155
St. Paul				1	4		4		7	6			24	10	9	5	9	6	24
Tigard	22	4	80		396	34	22	74	80	358	152	42	822	1022	5	3587	2911	1364	432
Tualatin	21	4	67		455	37	28	92	103	333	138	22	887	1115	9	2911	2081	1560	736
Wilsonville	46	10	48	15	722	17	45	57	161	176	158	37	509	575	6	1364	1560	1803	718
Woodburn	51	2	18	7	383	16	41	27	265	195	162	14	181	155	24	432	736	718	1866

LEHD 2019

**Figure 110: South Metro Regional Jobs Flows**

that involve crossing through Wilsonville include Tualatin - Woodburn (736 trips), Tigard - Woodburn (432 trips), Tigard - Canby (396 trips), and Molalla-Tigard (152 trips).

Just because a trip passes through

Wilsonville doesn't mean that SMART could or should serve that destination pair. However, these commuting data do illustrate the potential need and opportunity for future improvements in connections between south metro area cities.



# East / Northeast Connections

Many important destinations are located along the 99E corridor to the northeast of Wilsonville, including a variety of services in Oregon City, the Clackamas County seat. **Figure 111** and **Figure 112** show the density of population and jobs in this area.

North of Oregon City, residential and commercial development becomes more intense in inner Portland suburbs like Milwaukie. One of the region's largest retail and industrial job centers is located in the Harmony area near the Clackamas Town Center mall, north of the I-205 / 224 interchange. Service between Wilsonville and Canby and Canby and Oregon City exists today at approximately hourly frequency, and multiple TriMet routes serve Oregon City and points north.

## Canby

Today, regional connections between Wilsonville and the 99E corridor begin in the town of Canby. SMART's 3X connects with Canby Area Transit's 99X serving Oregon City and Woodburn. While Canby has few major destinations of its own, over 700 workers either live or work between Wilsonville and Canby.

## Oregon City

Oregon City is about 15 miles northeast of Wilsonville. With a population of over 35,000 residents, 15,000 jobs, a major

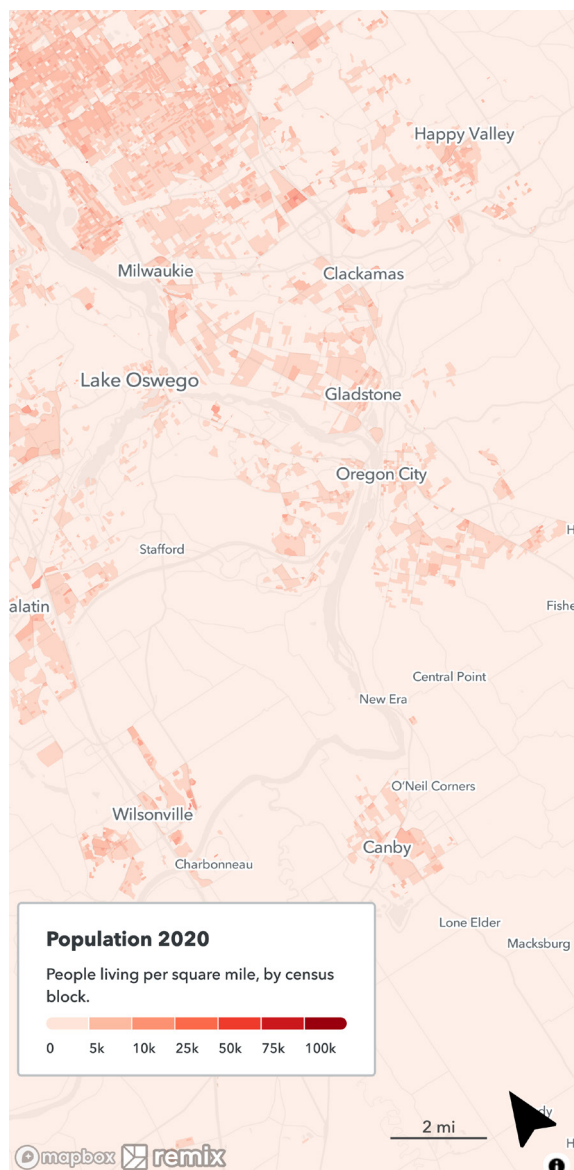


Figure 111: 99E Area Population Density

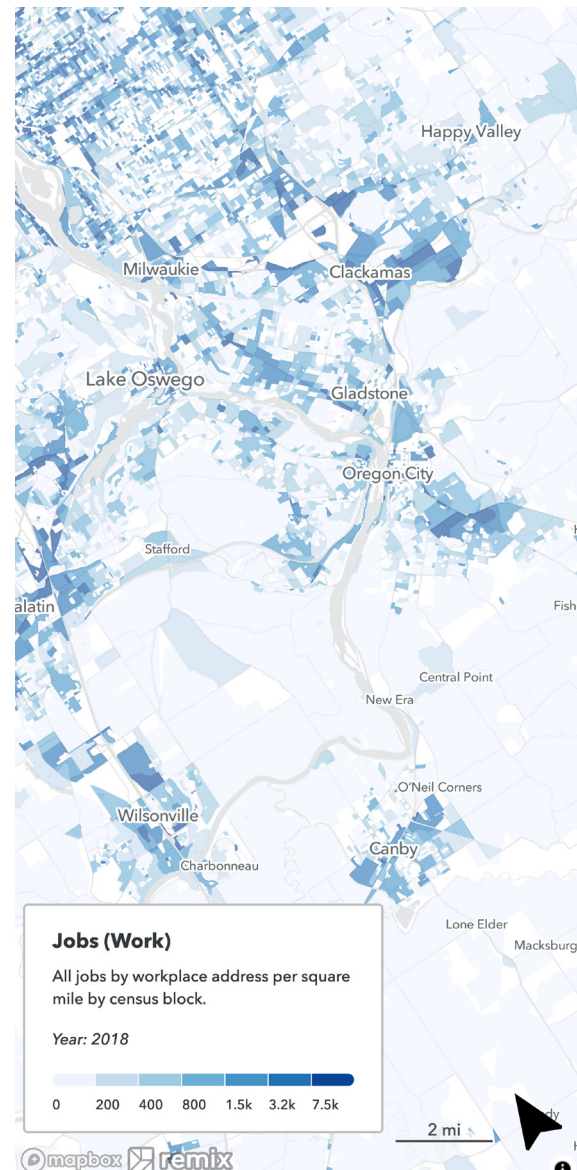


Figure 112: 99E Area Job Density

Clackamas Community College campus, and multiple shopping and recreation areas, Oregon City is a key destination for Wilsonville residents. The Beavercreek Employment area located near Clackamas Community College is a large industrial site that is currently being developed and is planned to create over 1,500 jobs. TriMet and Canby Area Transit (CAT) currently provide service in the city, along with a new county shuttle that provides additional service within the city. Approximately 612 workers commuted between Wilsonville and Oregon City in 2019.

A transit trip to Oregon City involves a straightforward transfer between Route 3X and CAT's 99X in Canby. Depending upon when a rider is traveling, this can take under an hour during rush hours, or about 80 minutes during midday when the 3X and 99X schedules don't align well.

### Milwaukie

Milwaukie is located about 19 miles north from Wilsonville. An inner suburb of Portland, Milwaukie is home of the southern terminus of TriMet's Orange Line, and is served by multiple frequent bus routes. There are over 1,500 companies located in the city, and the North Milwaukie Industrial Area is a major jobs center with over 80 businesses and 2,000 employees. About 256 people commuted between Milwaukie and Wilsonville in 2019. Today, Milwaukie is a 3-transfer trip from Wilsonville; the simplest way to reach downtown Milwaukie

uses SMART Route 3X, CAT's 99X, and TriMet's Line 33. Due to the low frequency of 3X and 99X and inconsistently scheduled connection, this trip generally takes over 80 minutes.

### Harmony

The Harmony area east of Milwaukie is another major destination. Harmony is home to Clackamas Town Center and a variety of other nearby retail businesses, as well as the Kaiser Sunnyside Medical Center. The Clackamas Industrial Area located east of I-205 is a major employment site with warehousing and distribution centers. The Harmony area has a mix of activities that draws people from all over the region.

Harmony is also an important transit connection point for trips between Clackamas County and Portland. TriMet's Green Line and Line 72-82nd / Killingsworth services

end here.

While Clackamas Town Center is a major transit node, reaching it from Wilsonville is very challenging, involving a three-transfer trip on Route 3X, CAT's 99X, and one of the several TriMet routes that travel between Oregon City and Clackamas. This takes over an hour and twenty minutes, even during the AM rush hour. SMART is currently preparing for a grant-funded pilot project to test express service between Wilsonville, Oregon City and Clackamas Town Center using bus-on-shoulder operations along I-205.

### Portland (east of Willamette River)

While Downtown Portland is the traditional focus of the "peak commute", the section of the city east of the Willamette River is also full of places people might need to travel. About 1400 people commute to or from the east side of Portland and

City	Direction	Total Trips
Portland	W / NW, E / NE	4644
Wilsonville (home and work)	Local	1802
Canby	E / NE	718
Oregon City	E / NE	612
Gresham	E / NE	444
Milwaukie	E / NE	256
Happy Valley	E / NE	211
Oak Grove	E / NE	158

Figure 113: East / Northeast Commute Trips to/from Wilsonville



workers and patrons from all over the region.

Gresham

Gresham is located about 33 miles north-east of Wilsonville. Gresham is the region's second largest city, and is home to a wide array of major employers. Gresham is also well-served by TriMet, but completing a trip between Gresham and Wilsonville is very challenging. At rush hour, it may be possible using WES and the Blue Line, with a likely total travel time of over 90 minutes. At midday, itineraries using a combination of 2X and TriMet bus services require well over 2 hours.

Sandy

Sandy is about 34 miles northeast of Wilsonville. Sandy Area Metro (SAM) provides connections to Gresham and Estacada, and the Mt. Hood Express provides a connection from Sandy to Mt. Hood. Sandy has a strong recreational industry because of its proximity to Mt. Hood.

Connecting Routes

Transit connections east and northeast of Wilsonville depend on SMART's Route 3X and Canby Area Transit's 99X. While the trip between Wilsonville and Canby is quick (just over 20 minutes), the travel time of the second leg is highly variable because 3X and 99X are not scheduled

Destination	Peak Travel Time	Midday Travel Time
Canby Transit Center	21 minutes	21 minutes
Oregon City Transit Center	50 minutes (7:30 am), 45 minutes (5:35 pm)	80 minutes
Milwaukie Transit Center	83 minutes	82 minutes
East side Portland (Gateway Transit Center)	82 minutes	137 minutes
Gresham Transit Center	108 minutes	159 minutes
Downtown Sandy	146 minutes	205 minutes

Figure 114: Travel times to selected E/NE destinations from Wilsonville

to facilitate a fast connection during the middle of the day. Because Oregon City is the gateway to connections to all other important places on the east side of the region, this produces a similar expansion of travel times for all eastside destinations during the midday.

# West / Northwest Connections

Washington County begins within Wilsonville's boundary, and includes some of Oregon's largest employers and fastest growing cities. Tualatin, Beaverton and Tigard are the three largest origin/destination pairs for Wilsonville workers, and while a longer trip, Hillsboro is also in the top 10. TriMet's WES commuter rail was developed in order to serve the intense demand for north-south travel through Washington County, and while it currently does not carry a substantial portion of the corridor's trips, the needs that it addresses continue to be major topics in transportation planning in the region.

To the west, the Yamhill County cities of Newberg and McMinnville have a smaller share of Wilsonville worker home or employment locations, but there is substantial travel demand along the 99W corridor. YCAT services connect to the TriMet network at Tigard Transit Center.

## Tualatin

Tualatin is located 6 miles north of Wilsonville. The city provides a significant number of advanced manufacturing, information technology, and health services jobs. Nyberg Woods is a key retail destination in the city. Over 750 commuters travel from Wilsonville to Tualatin, and over 600 commuters travel from Tualatin to Wilsonville.

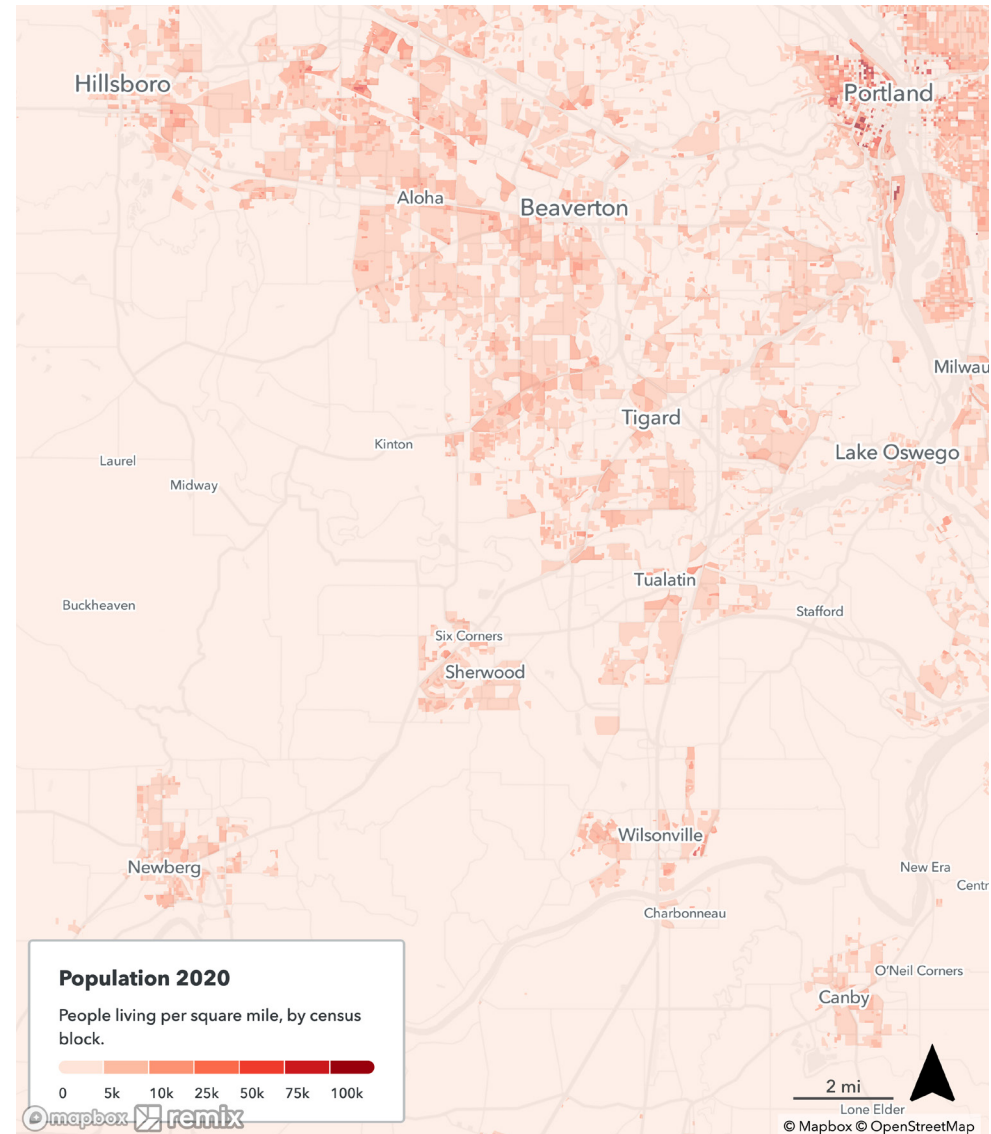


Figure 115: West / Northwest Population Density

SMART's Route 2x goes to Tualatin Park & Ride, and the Medical Shuttle goes directly to the Legacy Meridian Park Medical Center. The WES is also available as a peak service option to reach Tualatin. The Tualatin Shuttle offers connections from WES to various job sites, such as Lam Research, the Tualatin Business Center, and Tualatin Distribution Center. TriMet's Line 36, 37, 38, 76, 96, and 97 connect Tualatin to many regions including Portland, Lake Oswego, Tigard, Beaverton, Wilsonville, and Sherwood.

## Tigard

Continuing further north of Tualatin is the city of Tigard, which is located 11 miles north of Wilsonville. Bridgeport Village and Washington Square Mall are major commercial centers. Over 700 commuters travel from Wilsonville to Tigard, and over 650 commuters travel from Tigard to Wilsonville. In addition to having a WES station, TriMet's Line 12, 45, 64, 76, 78, and 94 all serve Tigard Transit Center and provide connections to Beaverton and SW/ Downtown Portland. Yamhill County Transit (YCAT) also provides a connection to McMinnville from Tigard's Transit Center.

## Beaverton

Beaverton is about 15 miles north of Wilsonville. The WES provides limited service from Wilsonville to Beaverton Transit Center. From there, travelers can take the Blue or Red MAX line, or several

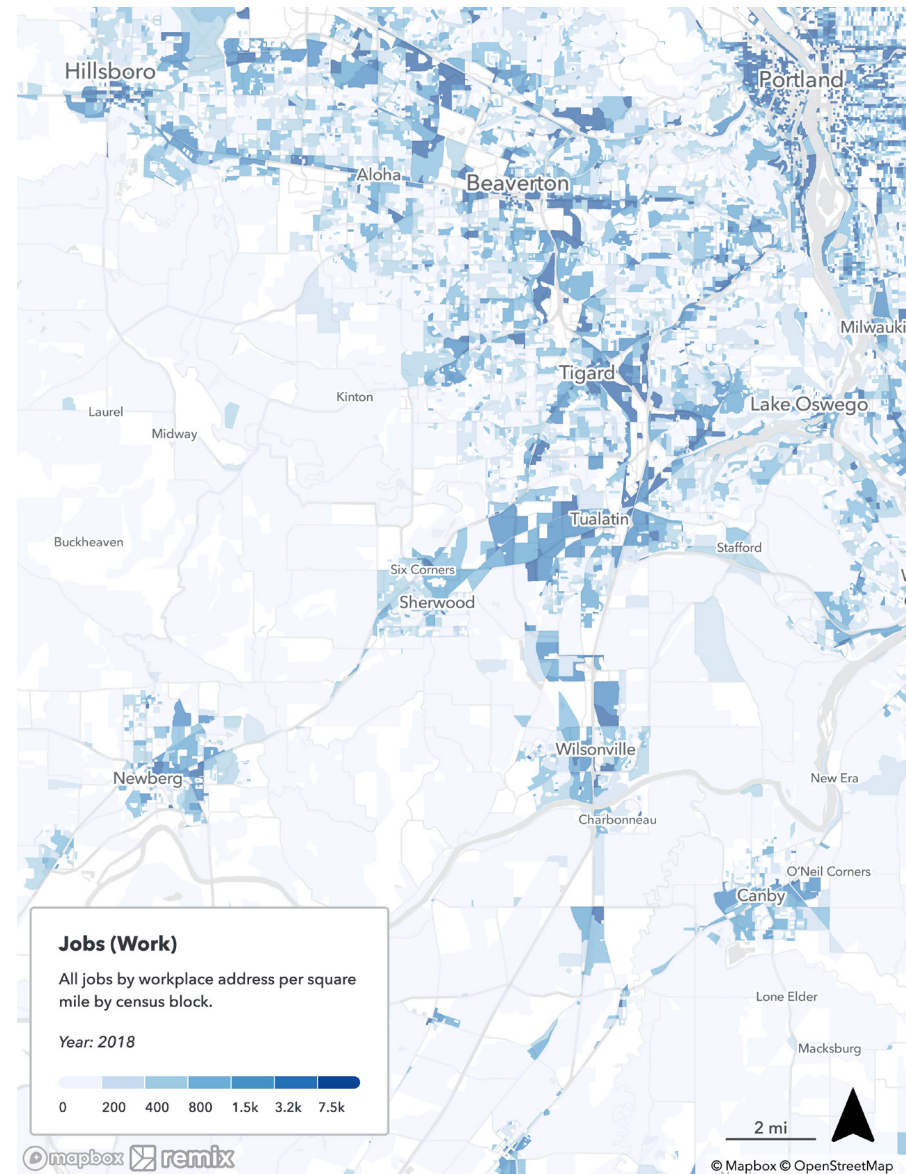


Figure 116: West / Northwest Employment Density

TriMet bus lines to travel throughout Beaverton and to Downtown Portland.

Hillsboro

Hillsboro is a key employment center in the region, with many computer, electronics, and software companies located in the city. Intel is a major employer, with over 20,000 employees. About 500 workers travel from Wilsonville to Hillsboro, and vice versa. Currently, transit service between Wilsonville and Hillsboro is extremely limited and requires multiple transfers. Hillsboro is about 30 miles away from Wilsonville, and it can take about 2 hours to travel between the two cities via public transit.

Yamhill County

Yamhill, McMinnville, Newberg, and other smaller cities are located in Yamhill County, about 30 miles west of Wilsonville. Yamhill County Transit provides service between the cities in the county, and to other cities in the region, including Hillsboro, Salem, and Tigard. There is no direct service from Yamhill County to Wilsonville. For example, to travel from Wilsonville to McMinnville, it takes over 3 hours. Transfers must be made at Tualatin and Tigard, or at Beaverton and Hillsboro. Over 200 commuters travel from Wilsonville to Yamhill County, and over 900 commuters travel from Wilsonville to Yamhill County. Chemeketa Community College, Linfield College, and George Fox University are

Destination	Peak Travel Time	Midday Travel Time
Downtown Portland	55 minutes	106 minutes
Tualatin Park and Ride	36 minutes	36 minutes
Tigard Transit Center	20 minutes	63 minutes
Hillsboro TC	68 minutes	128 minutes
Beaverton TC	29 minutes	93 minutes
Downtown Newberg	66 minutes	142 minutes

Figure 117: Travel times to selected W/NW destinations from Wilsonville

key educational destinations in the county.

Southwest and Downtown Portland

Southwest/Downtown Portland is about 17 miles north of Wilsonville. There are several industries in Portland, including tech, healthcare, and manufacturing. There are also several educational institutions in Southwest/Downtown Portland, including PCC, PSU, and OHSU. As described earlier, connections to Portland from Tualatin, Tigard, and Beaverton. It takes at least two transfers to travel between Wilsonville and Portland. Approximately 1,200 commuters travel from Wilsonville to Southwest/Downtown Portland, and almost 700 commuters from Wilsonville travel to the area.

County. When WES is not running, transit travel times to nearly all of these places are much longer. This is not just because WES is fast and runs in its own right-of-way; it is also because WES serves Tigard Transit Center, the major connection point for TriMet and YCAT services in southern Washington County. At midday, when only SMART's Route 2X is running, the variety of useful services that stop here (including Line 12 and 94 to Sherwood and Downtown Portland) are much more difficult to reach from Wilsonville, requiring an additional transfer.

Connecting Routes

When WES is running, it is the fastest way to travel north into Washington County, and to access connections into Yamhill



# Southern Connections

SMART has long collaborated with Cherriots, the transit provider in Salem, to offer a consistent and useful service between Wilsonville and Salem via I-5. However, Route 1X focuses only on the Salem - Wilsonville connection; other important places between the two cities are more challenging to reach on transit, including even major employment and commercial destinations like Woodburn Premium Outlets. Similar to the connection to Oregon City, destinations along the Highway 99E corridor are reachable from Wilsonville via a transfer to CAT's 99X.

South of Woodburn, service is provided along 99E by Cherriots; Cherriots also serves Silverton and Mt. Angel.

## Canby

Canby is located about 7 miles south of Wilsonville. SMART's Route 3x provides service to Canby. We included Canby in our discussion of regional connections to the east and northeast, but it is also important to consider in thinking about southern connections. Canby Area Transit's 99X serves all of Highway 99E from Woodburn to Oregon City, which in turn connects with Cherriots regional service (Route 10X) in Woodburn.

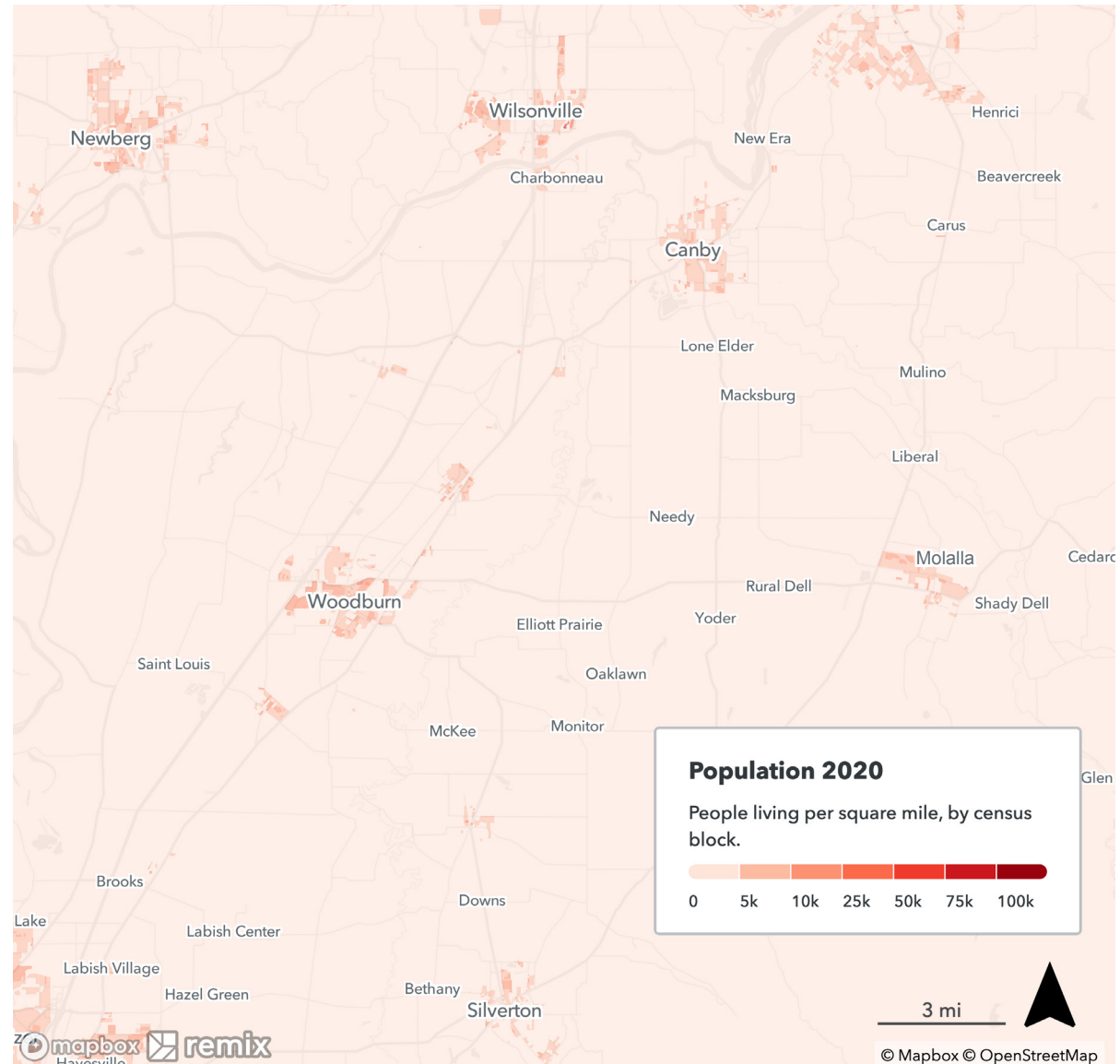


Figure 118: South Employment Density

## Woodburn

Wilsonville and Woodburn are almost exactly the same size, and Woodburn is home of to a very large employment retail cluster in its outlet mall. Despite this, Woodburn is poorly connected by transit to neighboring communities, with the only regional services arriving in the east side of the city via 99E.

Canby Area Transit provides a connection to the northern edge of Woodburn with their 99X route. From there, travelers can take Cherriots' 10X route to Salem, or Woodburn Transit Service's Express bus loop to travel within Woodburn. Woodburn Premium Outlets is a large shopping center that provides many retail service jobs and draws in many travelers from across the region. About 150 commuters travel from Wilsonville to Woodburn, and over 550 commuters travel from Woodburn to Wilsonville.

## Molalla

South Clackamas Transportation District (SCTD) also provides a connection from Canby to Molalla each hour, which is about 20 miles southeast of Wilsonville. While Molalla is a small community, about 160 people commute between Molalla and Wilsonville, with more than 80% of those coming to a job in Wilsonville. The SCTD service to Canby is consistent, but because the 3X midday schedule is less regular, travel times between the two cities are highly variable. SCTD also operates direct

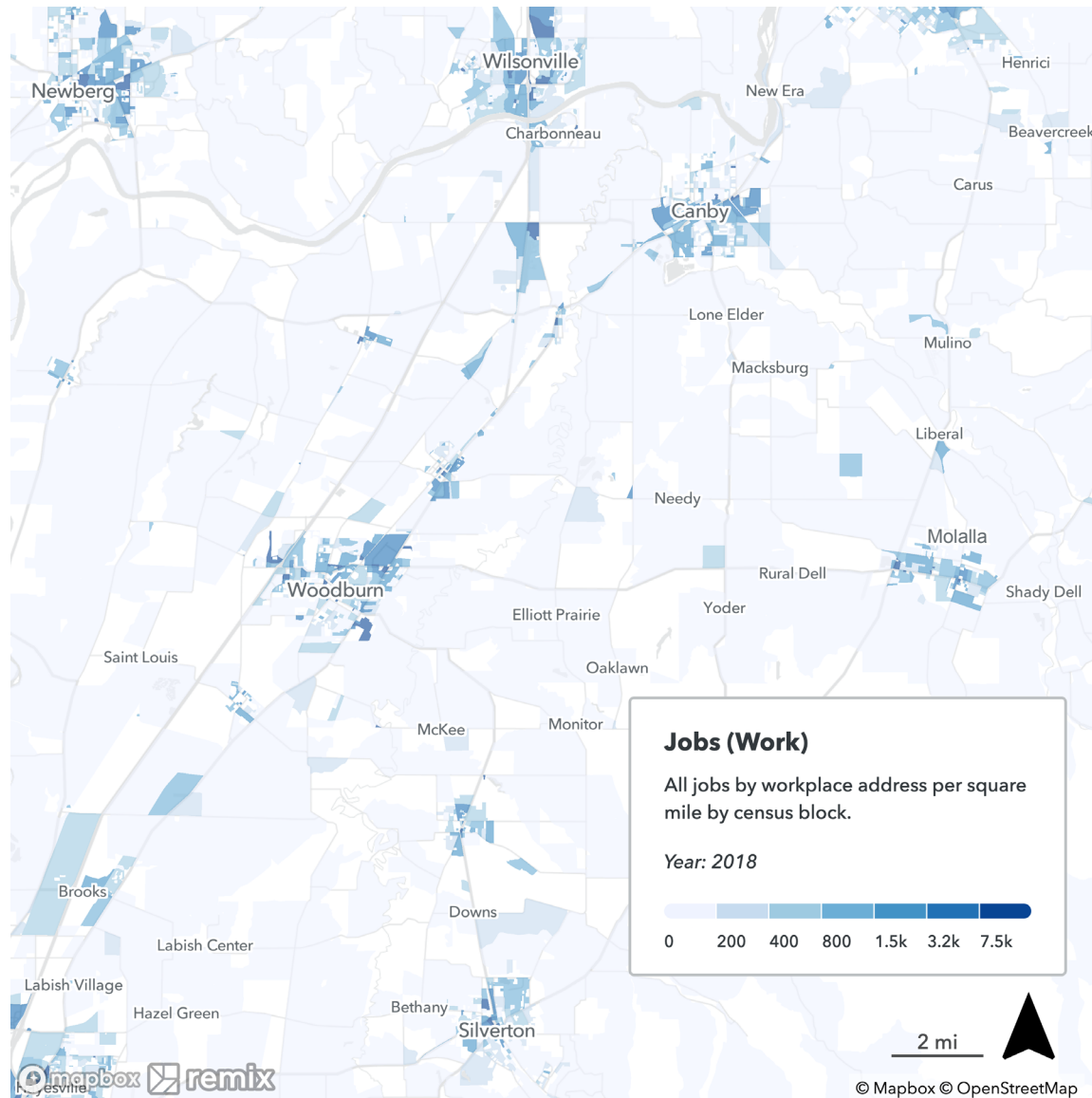


Figure 119: South Employment Density

service between Molalla and Clackamas Community College in Oregon City (also served by TriMet Frequent Service Line 33), so Canby is not a critical connection point for transit trips between Molalla and Oregon City.

## Donald

Donald is approximately 7 miles south of Wilsonville. There is not a significant amount of commuters between Donald and Wilsonville, as about 5 commuters travel from Wilsonville to Donald, and 40 commuters travel from Donald to Wilsonville. Currently, no transit service exists between the two cities.

## Salem

Salem is about 30 miles south of Wilsonville. A huge number of State of Oregon agencies and services are located in the city, making it an important employment destination for commuters from Eugene to Portland. Chemeketa Community College and Willamette University offer educational opportunities in the city. SMART and Cherriots' 1X provides service from Wilsonville to Downtown Salem.

## Connecting Routes

Route 1X is a strong connection between Wilsonville and Salem, and ensures a consistent trip of under an hour between the two cities during both rush hours and the

Destination	Peak Travel Time	Midday Travel Time
Salem	48 minutes	45 minutes
Donald	No transit available	No transit available
Molalla	60 minutes (7:30 am), 100 minutes (4:35 pm)	92 minutes
Woodburn (Woodburn Prem. Outlets)	112 minutes	114 minutes
Woodburn (99E & 214)	56 minutes	86 minutes

Figure 120: Travel times to selected southbound destinations from Wilsonville

City	Direction	Total Trips	Pct of Total
Portland	W/NW, E/NE	4644	15%
Wilsonville	Local	1802	11%
Salem	S	1137	4%
Woodburn	S	725	2%
Keizer	S	246	1%
Hubbard	S	161	1%

Figure 121: Southbound Commute Trips to/from Wilsonville

midday. Connections to the other destinations are more variable.

Molalla and Woodburn are both reachable in about an hour during rush hour, but trips to Woodburn Premium Outlets take nearly two hours once the time to transfer to the local Express Loop is accounted for. Trips to Molalla also take substantially longer at midday because of the poor alignment of the schedules of the 3X and Molalla-Canby services.



## Key Takeaways

The three directional travel markets described here are unique, and the service strategies that may work in one are not necessarily those that will work in other. Still, there are a few important observations worth making about the future potential for improving regional connectivity between Wilsonville and nearby communities.

***Most of the key connections are already in place, but at low service levels that require long waits.***

Other than SMART's 1X, all of SMART's regional services run hourly. In Canby, they connect with another hourly service (Route 99X), and Route 99X in turn connects with hourly routes that reach Molalla and Salem. This structure offers a basic lifeline, but ensures that anyone who needs to use these routes is going to spend a long time waiting, lengthening overall travel time.

***Some important existing connections are not consistently coordinated throughout the day.***

For example, SMART's 3X and 99X converge in Canby, making a trip to Oregon City or Woodburn possible. However, the schedules of these routes are not tightly integrated; at some times of day, they line up closely enough to provide a smooth connection in at least one direction; at other times, one route arrives soon after the other departs. The connection to 99E could be made much

more useful by designing a 3X schedule around the convergence with CAT's 99X, but this would likely require ending the practice of timing some of 3X's departures with WES.

***When WES is not operating, north-bound service is much less useful.***

WES is important not just because it is a high-capacity rail service, but because it connects Wilsonville to Tigard Transit Center, the major node of TriMet's south Washington County network. This connection doesn't exist at all during the midday - Route 2X serves Tualatin instead. Fewer routes meet at Tualatin, so fewer potential trips between Wilsonville and points north are effectively served during the middle of the day.

***Woodburn is an important destination, but it is not integrated well with either I-5 or 99E services.***

SMART and Cherriots' 1X does not serve Woodburn, and CAT's 99X does not directly serve either the historic town center or Woodburn Premium Outlets. This means that trips between most of Woodburn and Wilsonville, Salem or Canby will require an added infrequent transfer, extending overall travel times. Of all of the sample trips evaluated in this chapter, trips between Wilsonville Transit Center and the outlet mall were among the longest.

## **6. Key Questions for Future Service Planning**

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The choices about what SMART should do in the future will be made based on input from the public, stakeholders and elected officials about what values, goals and priorities should shape the agency's service improvement efforts.

Based on our evaluation of existing conditions, we identify several key questions for the future.

### How much should the SMART network be organized around WES?

WES connects stations in Wilsonville, Tualatin, Tigard and Beaverton. Because of its high operating cost, it only runs during weekday rush hours, every 45 minutes, with no service at midday, evenings or on weekends. As a result, ridership on WES has been very low, with the lowest levels occurring since the pandemic. Its operating cost per ride for TriMet is about 10 times the cost per bus ride and 12 times the cost per MAX ride.

TriMet owns and operates WES. Wilsonville's agreement to contribute operating funds expires in 2026, which makes this TMP update a timely opportunity to reevaluate the role of WES in the city's transit network and development plans, and affirm or change the degree of focus on WES.

Operating a single transit line (whether rail or bus) across both Wilsonville and TriMet's service territories requires a

special agreement. If WES were to be supplemented or replaced with a bus route that would require a new agreement with TriMet.

The existing transit network and schedules are fairly focused on WES. This focus has three general effects.

First, it is hard to talk about improving bus connections to Tigard and Beaverton, especially all-day connections, because WES already provides *something*. Yet an all-day connection is badly needed. Meanwhile, due to WES's high operating costs it is hard to justify running it at a better frequency or all-day.

Second, timed connections between WES and SMART buses are difficult to deliver. SMART's ability to set the right frequencies for local routes is limited by the choice to prioritize connections with WES.

Third, WES ends in a place in Wilsonville that is neither walking distance from the densest area of town (Town Center and Wilsonville Road) nor on the way to and from that dense area. As a result, any local route has to "choose" between taking residents and workers to WES, or taking them to the town center. This "dueling centers" problem means that local service is divided into more unique routes, with each route offering a poorer frequency than would be possible if the WES station were either on the way to the other town center, or walking distance from it.

As a result, there are two questions for this TMP update: Should non-WES connections to Tigard, Beaverton and points west be explored? And, how important are local route connections with WES?

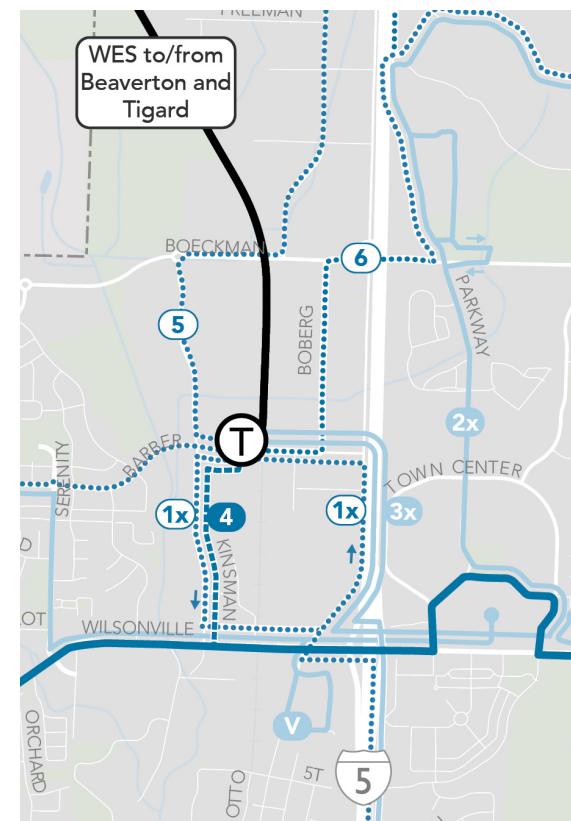


Figure 122: SMART's network has two "centers," separated by I-5.

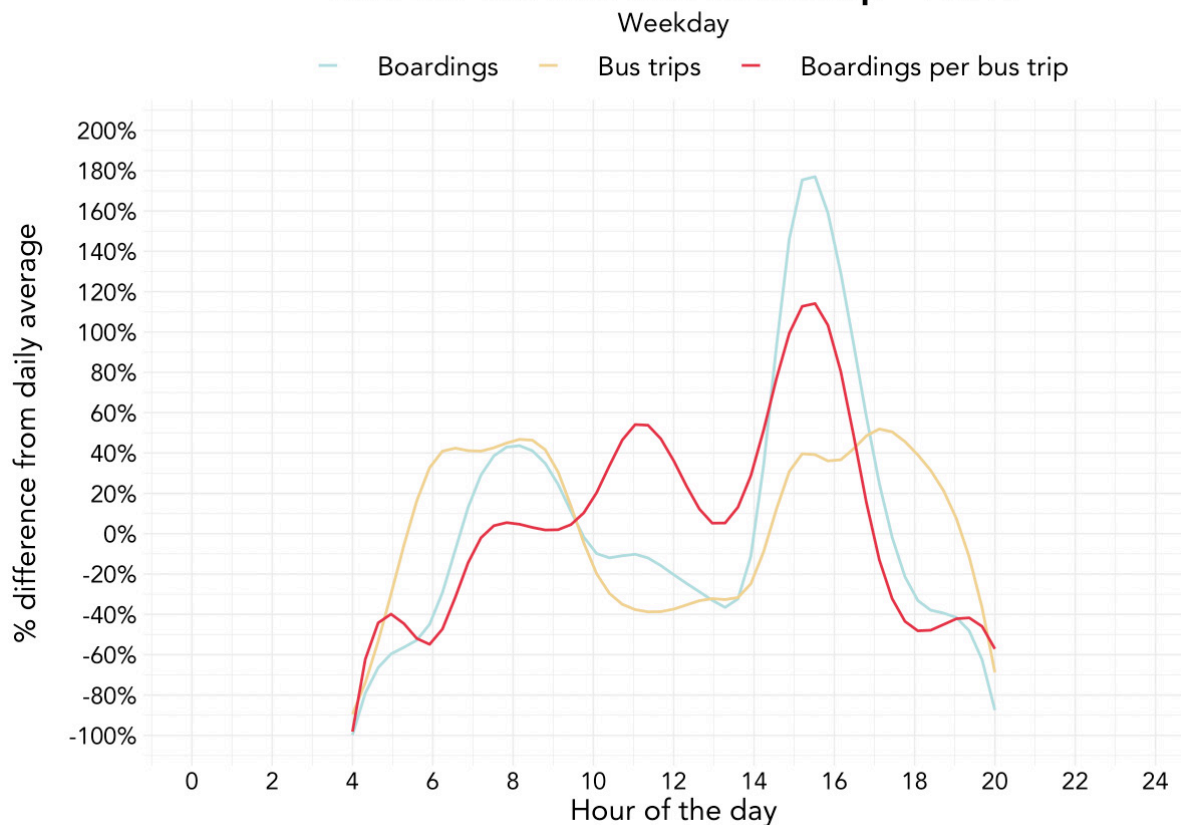
## How should SMART balance services at rush hours vs. at other times?

Because SMART's service is built around WES, many of its routes primarily serve the needs of people commuting during the rush hours. Routes 5 and 6 only operate when WES is running, and regional services like 2X and 3X run extra trips during this period, or have their schedules aligned with WES arrivals. This approach to network design maximizes the usefulness of the network during the rush hour periods when many people need to travel.

This rush hour focus comes at a cost. The areas served by Route 5 and 6 aren't reachable at all during the middle of the day, or on Saturdays. The extra trips Route 2X makes during rush hour are trips it can't make later in the evening, or earlier in the morning, or even conceivably on Sundays.

Since the onset of the pandemic, the commuting patterns of the workers whose schedules were previously most aligned with the traditional rush hour (office and professional workers) have changed dramatically. Most major cities' downtown cores are still challenged by much higher vacancy rates than before the pandemic, and commute-oriented services operated by TriMet and other large transit agencies have lagged in ridership recovery compared to routes oriented toward the all-day demand generated by retail and service workers, and the customers that visit their

## SMART Service and Ridership - 2022



Source: SMART boardings data and GTFS from April 2022

Figure 123: SMART Service and Ridership by Hour

places of employment.

Earlier in this report, we showed the chart shown above, which compares ridership and service level throughout the day. Ridership and service (number of trips) are both higher during the rush hours than during the midday or evening, but importantly, the number of people who board each trip doesn't drop in the midday.

This is evidence that people are finding SMART's service useful throughout the midday, even though there is less service offered.

These observations about the rush hour raise an important question for future service planning: is this focus on the rush hour the right service design, given current performance and changing travel patterns?

Ultimately, this is again a question about what people value - a service that is easier to use during rush hour, or a service that is available over a wider range of hours, perhaps even on weekends?

### How should SMART balance improvements to regional or local services?

In the 2017 TMP process, one of the major questions for the public and stakeholders was about whether SMART's network should focus more or less on local or regional services. While some regional services can be funded through grants or interagency partnerships, it is also important to gain greater understanding from the public about whether SMART should focus on making it easier to get around Wilsonville, or making it easier to travel between Wilsonville and neighboring communities.

### When we improve regional service, what are the most important destinations to serve?

This document has reviewed a range of data describing some of SMART's potential regional markets, like the table of commute trips between Wilsonville and other destinations shown on this page. There are good reasons to make investments in service improvements oriented north, northeast, and south toward Salem. So one of the most important questions for

City	Direction	Total Trips	Pct of Total
Portland	W/NW, E/NE	4644	15%
Wilsonville	Local	1802	11%
Tualatin	W/NW	1416	4%
Beaverton	W/NW	1399	4%
Tigard	W/NW	1394	4%
Salem	S	1137	4%
Hillsboro	W/NW	1025	3%
Lake Oswego	W/NW	934	3%
Woodburn	S	725	2%
Canby	E/NE	718	2%
Oregon City	E/NE	612	2%
Sherwood	W/NW	575	2%
West Linn	W/NW	517	2%
Newberg	W/NW	495	2%
Gresham	E/NE	444	1%
Aloha	W/NW	406	1%
Vancouver	W/NW	258	1%
Milwaukie	E/NE	256	1%
Keizer	S	246	1%
Happy Valley	E/NE	211	1%
Eugene	S	206	1%
Albany	S	176	1%
McMinnville	W/NW	175	1%
Hubbard	S	161	1%
Oak Grove	E/NE	158	<1%

Figure 124: Commute trips to and from Wilsonville (top 25)

the public to inform SMART's future planning is which of these connections are the highest priority for Wilsonville's residents?

### **When we improve local service, what are the most important priorities? Ridership or coverage?**

SMART's local routes serve all parts of Wilsonville, but their service level is highly variable. One important question for the public is what SMART should focus its local service resources on. For example, should it concentrate more service into making busy corridors like Route 4 more useful, even if this meant that it invests less in peak-only services like Route 5 or 6 that serve fewer riders? This is the substance of the ridership-coverage trade-off described earlier in this document.

However, this question is only particularly relevant if SMART were to change the basic principle of the network away from the current imperative to prioritize connections with WES. If WES remains the main route to Tigard and other places to the northwest, and if connections with WES are essential for local routes, there are not many ways to change the local SMART transit network to increase ridership potential.

## **Next Steps**

This Existing Conditions report is only the first step in this project. It lays out the current conditions of the network and poses questions, but this report cannot determine what SMART should do to improve its network in the future. Those questions can only be answered through engagement with the community that SMART serves.

In late summer and fall 2022, SMART will conduct an engagement process focused on these very questions. Using online and in-person methods, the agency will ask the public to help it determine what it should be focusing on in the coming years as it seeks to improve service.

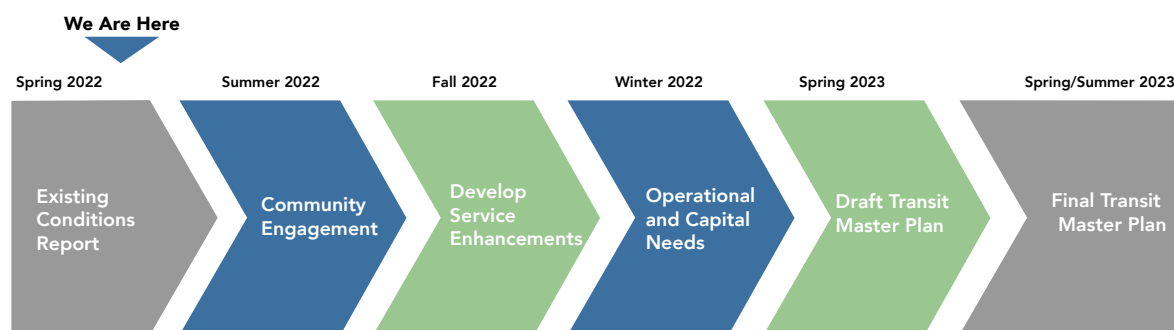


Figure 125: SMART TMP Update Project Timeline





## Appendix B: Public Involvement Summary

Public input guided the major features of this Plan, as summarized above. In the Documents area of the [project website](#) a Public Engagement Summary Report describes public input received in greater detail.

## Appendix C: SMART 2022 Fleet Inventory

Year	Make/Model	Fuel type	Capacity	ADA Positions	Also Used for Demand-response
2020	Ford/Eldorado Aerotech	CNG	21 15	2	Yes
2020	Ford/Eldorado Aerotech	CNG	21 15	2	Yes
2019	Ford/Eldorado Aerotech	CNG	21 15	2	Yes
2019	Ford/Eldorado Aerotech	CNG	21 15	2	Yes
2019	Ford/Eldorado Aerotech	CNG	21 15	2	Yes
2016	Gillig LF35	Diesel	31 27	2	
2013	Gillig LF40	Diesel	38 34	2	
2012	Gillig LF40	Diesel	38 34	2	
2014	Gillig LF40 Hybrid	Diesel/Hybrid	37 33	2	
2014	Gillig LF40 Hybrid	Diesel/Hybrid	37 33	2	
2021	Proterra Catalyst	Electric	29 23	2	
2019	Proterra Catalyst	Electric	29 23	2	
2019	Proterra Catalyst	Electric	29 23	2	
2018	Ford/Starcraft Allstar	Gasoline	17 11	2	Yes
2017	Ford/Starcraft Allstar	Gasoline	17 11	2	Yes
2016	Ford/Eldorado Aerotech	Gasoline	18 12	2	Yes

Figure 126: 2022 Fixed-Route Vehicles

Year	Make/Model	Fuel type	Capacity	ADA Positions	Also Used for Demand-response?	Category
2010	Ford/Eldorado Aerotech	Diesel	20 12	2	Yes	Emergency spare/contingency
2007	Blue Bird CSRE	Diesel	41 35	2		Emergency spare/contingency
2005	Ford/Champion Challenger	Diesel	21 15	2	Yes	Emergency spare/contingency
2000	Gillig Phantom	Diesel	29 25	2		Training bus/spare
2005	Eldorado EZ Rider	Diesel	29 23	2		Spare
2012	Ford/Eldorado Aerotech	Gasoline	18 12	2		Marginal spare

Figure 127: Fixed-Route Spares

Year	Make/Model	Fuel type	Capacity	ADA Positions	Also Used for Demand-response?
2015	Ford/Eldorado Aerolite	CNG	9 5	2	
2015	Ford/Eldorado Aerolite	CNG	9 5	2	
2011	Ford/Eldorado Aerotech	CNG	20 12	2	Yes
2011	Ford/Eldorado Aerotech	CNG	20 12	2	Yes

Figure 129: Demand-Response Vehicles

Year	Make/Model	Fuel type	Capacity	ADA Positions	Also Used for Demand-response?	Category
2013	Ford/Eldorado Aerotech	Gasoline	18 12	2	Yes	Marginal spare
2013	Ford/Eldorado Aerotech	Gasoline	18 12	2	Yes	Marginal spare
2013	Ford/Eldorado Aerotech	Gasoline	18 12	2	Yes	Marginal spare
2013	Ford/Eldorado Aerotech	Gasoline	18 12	2	Yes	Marginal spare

Figure 128: Demand-Response Spares

Year	Make/Model	Fuel type	Capacity	ADA Positions	Category
2010	Dodge Caravan	Gasoline	6 4	1	Supervisor vehicle
2010	Ford/Braun	Gasoline	7 3	1	Beyond useful life. Maintained as driver relief/ spare DR
2010	Dodge Caravan	Gasoline	6 4	1	Driver relief/spare DR
2010	Dodge Caravan	Gasoline	6 4	1	Driver relief/spare DR

Figure 130: Non-Revenue Vehicles

## Resources for Vehicle and Fuel Comparison

[New York City Transit Hybrid and CNG Transit Buses: Interim Evaluation Results.](#) National Renewable Energy Laboratory (NREL) Technical Report, 2006.

[Comparison of Modern CNG, Diesel and Diesel Hybrid-Electric Transit Buses: Efficiency & Environmental Performance.](#) MJB & A. November, 2005.

[Electric vs. Diesel vs. Natural Gas: Which Bus is Best for the Climate?](#) Jimmy O'Dea. July 19, 2015.

[U.S. DOE. New York City Transit Diesel Hybrid-Electric Buses: Final Results.](#) DOE/ NREL Transit Bus Evaluation Project. July 2002.

[EESI Hybrid Buses Costs and Benefits.](#) March 2007.

[The Transit Bus Niche Market for Alternative Fuels. Module 6: Overview of Biodiesel as a Transit Bus Fuel.](#) Clean Cities Coordinator Toolkit. December 2003.

[Proterra vendor infographics comparing CNG, Diesel, Hybrid, and Proterra mile per gallon and cost per mile.](#)

[Zero-Emission Bus Evaluation Results: King County Metro Battery Electric Buses.](#) FTA Report 0118, February 2018.

[Fuel savings of STM's hybrid buses less than half what was promised, documents](#)

[show.](#) Madger, J. Montreal Gazette, June 2019.

[Reduced Engine Idle Load \(REIL\) System for Conventional Propulsion Diesel & CNG Buses: Development, Validation & Market Study Program.](#) FTA Research.

[Washington State Transit Buses Contract,](#) Washington State Department of Enterprise Services. 2020-2023

[Oregon Transit Fleet Electrification Guide and Lifecycle Cost Analysis Tool,](#) Oregon Department of Transportation. 2020.

## From The Director's Office

Greetings!

It was 10 years ago this month that landscape contractors applied Safari, a dinotefuran based insecticide, on fully flowering Little-leaf Linden trees at the Argyle Square Target store parking lot, causing one of the worst bee kills in the country's history where more than 50,000 pollinators were estimated to have been lost over a period of three days. This tragic event cast Wilsonville in a very negative light much to the dismay of local leaders who determined that they would make lemonade with the lemons provided.



While City staff did come up with a solution to cover the Linden trees with shade cloth bags (pictured) that protected the pollinators from the harmful chemical, stopping the death, perhaps more importantly is what the City did to follow. First, the City was interested in broadly promoting the importance of pollinators, and pollinator habitat so we became an affiliate of Bee City USA, a program that supports and encourages pollinator conservation in cities. Next, we created a multi-layered Bee Stewards Program, which was intended to restore, protect and educate community members about the importance of pollinators.

The Bee Stewards Program included 5 main goals:

1. Create productive pollinator habitats in Wilsonville, on City and West Linn- Wilsonville School District-owned property, utilizing volunteers and youth organizations to help with plantings and maintenance.
2. Develop an Integrated Pest Management (IPM) plan for Wilsonville owned grounds and facilities.
3. Establish interpretive signs near pollinator gardens to enhance community understanding of pollinators and their habitat needs.
4. Provide education and tools for Wilsonville residents to create pollinator habitat in their own yards.
5. Expose students to pollinator education via classes, service learning, youth crews, and club settings and establish a student-led monitoring program.



Wilsonville's response to the bee kill at Target is indicative of a long-term view of the importance of this precious resource. Ten years later, staff is still promoting the importance of bees and their habitat, the installation of pollinator friendly gardens and encouraging property owners and citizens to add plants that bring nature close to home benefitting bees. While certainly a tragic event that will never be forgotten, the long-term response to the crisis is something that the community can be very proud of.

Chris Neamtzu, AICP

Community Development Director



## Building Division

### Whatcha Lookin At - Rebar

Steel “rebar” reinforcement is an important structural element that is placed in concrete foundations for buildings. Concrete performs very well in resisting compressive forces. It does poorly with tension or pulling-apart forces. When rebar is added it dramatically increases the structural strength of concrete.

Rebar comes in a variety of sizes and grades of steel. The most common size designation is a #4 rebar. Each successive number in size relates to the number in eighths ( $1/8$ ) of an inch. For example a #5 bar is  $5/8$  inch thick rebar.

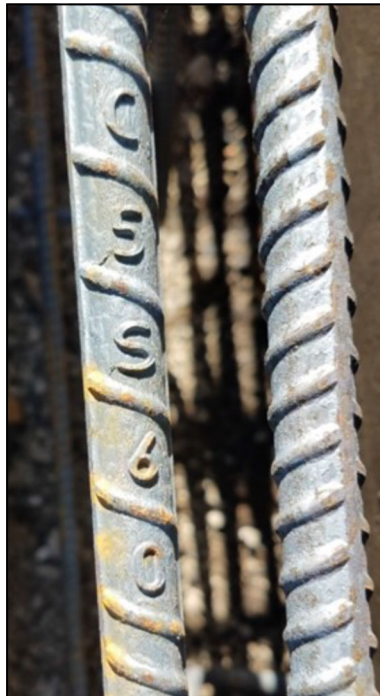
The ridges on rebar are called “deformations” that allow concrete to bond to steel. Deformations are created in the molten steel rolling process at the mill as shown in the photo below. Steel rods that are smooth (not deformed) are typically not acceptable in foundation construction. Rebar is required to bear a marking which provides information about the manufacturer, size designation, type of steel, and minimum strength.

In the case of the photo to the right the building inspector can verify which mill the steel came from. This is the top mark on rebar shown as a “C” for Cascade Steel Mills in McMinnville, OR. The next mark is a “5” for  $5/8$  inch diameter. The third marking is an “S” for Carbon Steel.

And, the number “60” indicates the grade of steel. The grade of steel relates to the tensile strength. Grade 60 will resist a minimum pulling apart force of 60,000 pounds. The same is true for Grade 40 steel. It will resist a force of 40,000 pounds.

Recent building code changes require new homes in seismic zone D (which is the majority of cities in Oregon) to be constructed using the higher Grade 60 rebar, whereas previous codes required Grade 40 rebar as the minimum, or no rebar at all.

During a foundation inspection the building safety inspector verifies all of these specifications and compares them with the construction plans to ensure the home is constructed as designed. The building inspector also verifies that the minimum rebar lap splices at joints, the rebar clearances to the sides of forms, and the required minimum quantity of rebar meets code. All of these elements go into ensuring homes are constructed to safely withstand the forces of everyday use plus natural disasters such as wind, flood, or seismic events.





## Economic Development Division

### Staff awaits Technical Assistance Grant approval

In addition to the recently approved Regionally Significant Industrial Sites (RSIS) application, staff also recently submitted an application for a pilot grant program made available by Business Oregon. The program provides funding for technical assistance (e.g. consultant fees) in order to advance industrial sites or planning areas toward a developable “shovel-ready” status. With coordination and assistance from the Planning division, staff submitted an application for the next phase of land-use and infrastructure planning work needed in the Basalt Creek Industrial planning area in the amount of \$100,000. Staff has been notified that the City’s application has met all eligibility requirements and will advance to the award committee with a recommendation for funding at the full amount requested. Although we have not received official word, staff expects to receive notice of an award in early July.



### Staff hosts Business Oregon, DLCD Reps

On June 7, several representatives from Business Oregon and Department of Land Conservation and Development (DLCD) visited City offices for an overview of our industrial development work and the City’s several planning areas and infrastructure needs. Staff discussed Coffee Creek, Basalt Creek, and several “infill” development sites within the context of the City’s recently approved RSIS (Regionally Significant Industrial Sites) program application. Frog Pond East and South were also discussed as a demonstration of the City’s efforts to provide both employment and diverse housing opportunities.



Following the meeting, staff provided a van-tour of the sites discussed, in addition to other points of interest in the City.

### Town Center Urban Renewal Feasibility

The Urban Renewal Task Force met on June 14 for the second time, as part of their work to advise staff and consultants on the study and design of urban renewal feasibility within the Town Center Planning Area. Meeting minutes and video can be found on the City website. The meeting focused on initial financial forecasts and a review and discussion of a preliminary set of projects that could be eligible for funding under a future urban renewal plan. Potential projects are those infrastructure projects found in the Town Center Plan. Projects were discussed and prioritized based on task force input and community interest.

Staff briefed the City Council on the content of the first two task force meetings on June 19 and received some feedback and input to bring back to the task force for consideration during their 3rd meeting, which will be held on July 12. Specifically, the Council expressed continued interest in using all tools available, including urban renewal, to facilitate the redevelopment of the former Fry’s site.

Preliminary Results						
	25 Years			30 Years		
	Low	Medium	High	Low	Medium	High
Net TIF	\$35,150,000	\$70,300,000	\$105,450,000	\$56,900,000	\$113,800,000	\$170,700,000
Maximum Indebtedness	\$31,200,000	\$62,400,000	\$93,600,000	\$48,400,000	\$96,800,000	\$145,200,000
Capacity (2023S)	\$18,450,000	\$36,900,000	\$55,350,000	\$26,350,000	\$52,700,000	\$79,050,000
Years 1-5	\$1,600,000	\$3,200,000	\$4,800,000	\$1,600,000	\$3,200,000	\$4,800,000
Years 6-10	\$3,150,000	\$6,300,000	\$9,450,000	\$3,200,000	\$6,400,000	\$9,600,000
Years 11-15	\$4,650,000	\$9,300,000	\$13,950,000	\$5,250,000	\$10,500,000	\$15,750,000
Years 16-20	\$3,650,000	\$7,300,000	\$10,950,000	\$5,400,000	\$10,800,000	\$16,200,000
Years 21-25	\$5,450,000	\$10,900,000	\$16,350,000	\$5,250,000	\$10,500,000	\$15,750,000
Years 26-30	\$0	\$0	\$0	\$5,650,000	\$11,300,000	\$16,950,000

## Economic Development Division

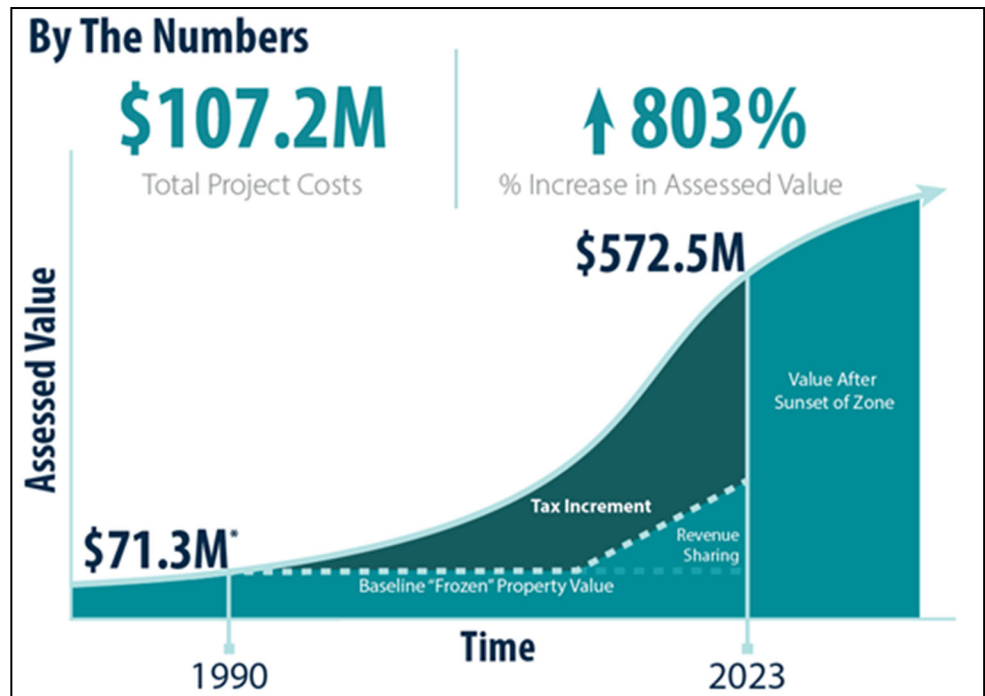
### Year 2000 Urban Renewal Plan/Area Closes

On June 30, 2023 the Year 2000 Plan officially became a part of Wilsonville history. This 33-year long plan and program of the City has been an objective success, increasing the property values within the urban renewal area boundary by over 800%.

Staff commemorated the closure of the Year 2000 Plan with [a presentation to the City Council](#) on June 19 during Mayor's Business. Partnering taxing districts and other stakeholders were also invited to the meeting, a few of which did attend. The genesis of the Year 2000 Plan was quite a dramatic series of

events that changed the trajectory of the City in dramatic ways. Many of the city's most-traveled roads and most beloved parks were built under the Year 2000 plan, using tax increment finance.

This early plan and program of the City created the infrastructure foundation upon which today's Wilsonville was built. It is worthy of celebration and commemoration. Watch for a full-page story in the forthcoming Boones Ferry Messenger, and (hopefully) a story in the Spokesman.





## Engineering Division, Capital Projects

### **2022 Street Maintenance**

This project includes Pedestrian Curb Ramp Replacement (4014), Signal Modifications (4118), and Pedestrian Crossing Improvements (4717). The curb ramp replacements are being done to comply with ADA requirements ahead of the 2023 Street Maintenance project to repave the roads adjacent to the ramps. Also included within this project are pedestrian crossing improvements (picture attached) along French Prairie Road in Charbonneau that will enhance the safety and visibility of pedestrians. The collective project is being performed by Emery & Sons and subcontractors and was completed in June.



### **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. Final paving (pictured) is complete. 5th Street railroad signal and crossing arms were installed the second week of June. Substantial completion was achieved at the end of May 2023.



### **Boeckman Creek Interceptor (2107)**

This project will upsize the existing Boeckman Creek Interceptor sewer collection pipeline in order to support the development of the Frog Pond area. A regional trail will be installed as a part of the maintenance path from Boeckman Road to Memorial Park. The kickoff meeting was held on October 31, 2022. Field investigations (survey, natural resources, cultural resources, and geotechnical) began late November/early December 2022 and continued through June 2023. Significant progress was made collecting field data over the last several months. Field investigations and public input will guide the design team in alternatives analysis and decision making for the sewer and ultimately the trail alignments. Public Outreach efforts are underway, with the first Open House held on May 25, outreach efforts are increasing. Three additional open house events are planned at major milestones: predesign, preliminary design, and advance design. The dates for these events will be set and advertised in advance of these events.

## 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. The Tapani-Sundt Joint Venture is pushing to get the design of the project and advancing time-critical components. Right of Entry Permits are complete, and survey and other field work is complete. Additionally, several guaranteed maximum price (GMP) packages are identified and scheduled to meet the project deadlines. The temporary signal at 65th Avenue and Stafford Road is 100% designed and notice to proceed (NTP) was issued. Review of the design of the bridge, roundabout, road improvements, and associated utilities is completed and refinements are underway for resubmittal. Long lead time items are being ordered to avoid impacts to the schedule. The GMP 2 scope has changed to include time critical installation of project components. Construction costs are currently in negotiations, and scheduled for possible Council approval in July. Construction is estimated to start in mid summer.

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

Design for water, wastewater, and stormwater main replacement along with street restoration on Edgewater Lane and Village Greens Circle continues towards 90% plans for staff review. A public open house (pictured) occurred on May 9 to discuss the project design and likely impacts to the neighborhood. To promote efficiencies in the design and construction, the consultant and City project manager are creating one design package for bidding and construction in 2024.



### **Charbonneau Lift Station (2106)**

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



### **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, and design was completed in December 2021. The construction contract was awarded to R.L. Reimers in February 2022, with construction (pictured) anticipated for completion in summer 2023.

### **West Side Level B Reservoir and Transmission Main (1149)**

This project will design and construct a new 3 million gallon water reservoir just west of City limits, along with a 24-inch transmission main connecting to the City water system. City Council awarded the design contract to Consor in February 2023. Design will be completed in 2023, followed by construction in 2024-2025.



## Engineering Division, Capital Projects

### WTP Expansion to 20 MGD (1144):

This project will expand the Water Treatment Plant (WTP) capacity to 20 millions of gallons per day (MGD) and incorporate related WTP capital improvements. A Construction Manager/General Contractor (CMGC) alternative

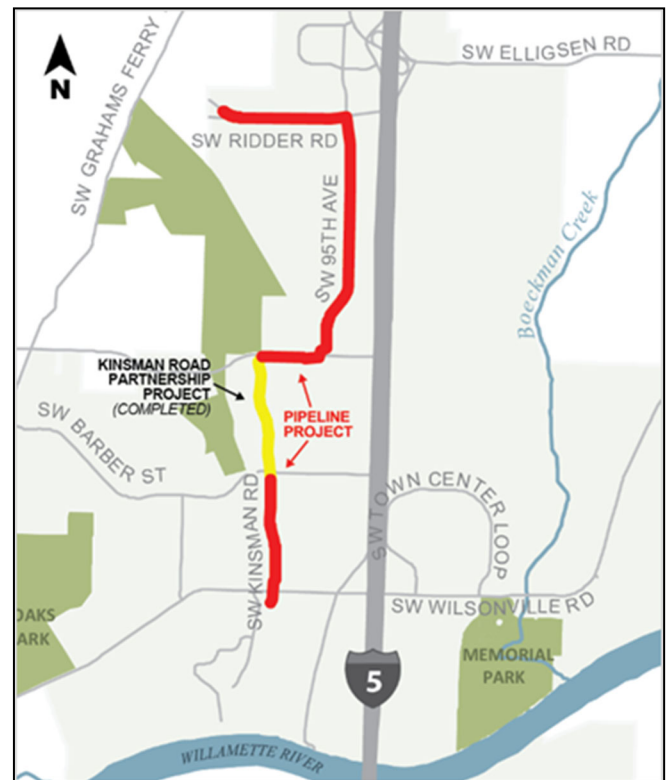


contracting method was approved by City Council in March 2020. An engineering contract was awarded to Stantec in July 2020. The CMGC contract was awarded to Kiewit in August 2021. City Council approved an early work package for ozone generator replacement in October 2021. Final design was completed in coordination with the CMGC in March 2022. Construction (pictured above) began in June 2022 with completion expected in May 2024.

### WWSP Coordination (1127)

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

- **Phase 1, Wilsonville Road (PLM\_1.1)** Arrowhead Creek Lane to Wilsonville Road—**COMPLETE**
- **Phase 2, Garden Acres Road to 124th (PLM\_1.2)** Ridder Road to Day Road—**COMPLETE**
- **Phase 3, Wilsonville Road to Garden Acres Road (PLM\_1.3)** The WWSP's last section of transmission pipeline to be constructed in the City of Wilsonville began in fall 2022, with completion in 2024. It will connect the remaining portion of the pipeline through Wilsonville and has an alignment along Kinsman Road, Boeckman Road, 95th Avenue, and Ridder Road (see image). The Engineering Division is currently in the process of reviewing final plans. The trenchless crossing under Wilsonville Road began in March and is nearing completion. Work continues on 95th Avenue and installation of pipe is headed north to Ridder Road.



### WWTP Master Plan (2104)

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



## Engineering Division, Private Development

### Residential Construction Activities

#### *Canyon Creek South Phase 3*

The contractor continues to work on installing utilities for the five residential lot subdivision located on Canyon Creek Road. The contractor has installed the water, sewer and storm mains and is working to install storm facilities.

#### *Frog Pond West*

If you've traveled on Stafford Road lately, you may notice the landscape is continuing to change with new houses going up quickly. Housing construction in Frog Pond Ridge, located south of Frog Pond Lane, continues. Infrastructure construction at Frog Pond Vista, a 38-lot subdivision to the west of Frog Pond Oaks, started grading in June.

- Frog Pond Crossing subdivision, a 29-lot subdivision located north of Frog Pond Lane, changed contractors last month and utility installation is wrapping up. The contractor is installing storm facilities and preparing for paving.
- Frog Pond Oaks subdivision, a 41-lot subdivision located to the west of Frog Pond Crossing, has started onsite grading and installation of sewer.

#### *Villebois Clermont*

The contractor is continuing to work on punch list items at Regional Parks 5 and 6. Home construction continues.

### Commercial/Industrial Construction Activities

#### *Black Creek Industrial*

Onsite site work and building construction continues. Overhead utilities along Grahams Ferry Road have been placed underground and construction of the street improvements is underway. Construction of the supporting street that will connect Grahams Ferry Road to Garden Acres Road is ongoing. Construction is anticipated to be complete in July.



Canyon Creek South Phase 3



Frog Pond Crossing



Black Creek Industrial



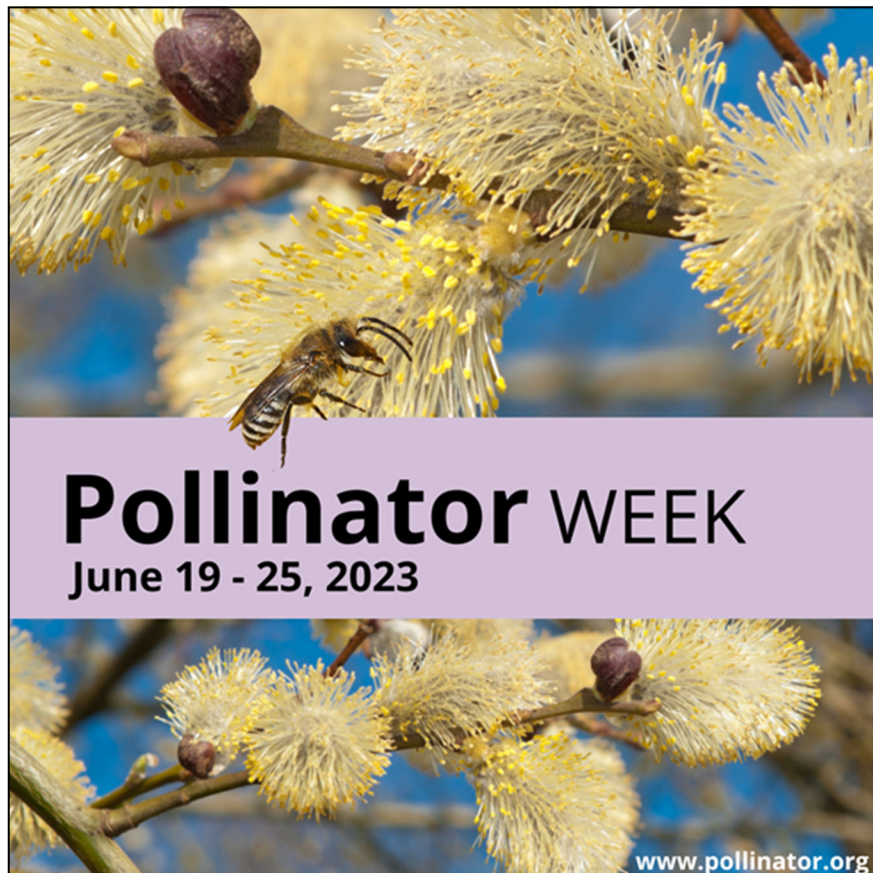
## Natural Resources Division

### Celebrating Pollinators!

National Pollinator Week was June 19 – 25. However, it's never too late to celebrate pollinators and recognize the critical role they play in sustaining life on Earth. Birds, bats, bees, butterflies, beetles, and small mammals that pollinate plants are responsible for bringing us one out of every three bites of food. They also sustain our ecosystems and produce our natural resources by helping plants reproduce.

- Some steps to help pollinators include:
- Add local native flowering plants in your landscape.
- Choose plants with a variety of colors.
- Choose flowers with different shapes and sizes.
- Choose plants with different flowering times to provide forage all season.
- Select plants with different heights and growth habits.
- Include plants that are favored food for butterfly caterpillars; the loss of foliage is well worth it!
- Reduce or eliminate the use of pesticides (including herbicides).

*In August 2017, the City Council adopted a resolution designating Wilsonville a Bee City USA affiliate. Bee City USA is a nationwide effort to foster ongoing dialogue in urban areas to raise awareness of pollinators and the role they play in our communities and what each of us can do to provide them with healthy habitat. Bee City USA corresponds with many of the existing "Bee Stewards" program initiatives, such as creating pollinator habitat, adopting an integrated pest management plan for City properties and facilities, and raising community awareness and participation in pollinator conservation.*





## Planning Division, Current

### Administrative Land Use Decisions Issued

- 5 Type A Tree Permits
- 1 Type B Tree Permit
- 1 Type C Tree Permit
- 8 Class 1 Administrative Reviews
- 5 Class 2 Administrative Reviews
- 1 Class 2 Wireless Permit

### Construction Permit Review, Development Inspections, and Project Management

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

- Clermont Subdivision (Villebois Phase 5 North)
- Five-lot residential subdivision on Canyon Creek Road South
- New gas station and convenience store on Boones Ferry Road
- New industrial warehouse building between Garden Acres Road and Grahams Ferry Road in Coffee Creek Industrial Area
- North Valley Complex remodel for State Department of Administrative Services on 95th Avenue
- Residential subdivisions in Frog Pond West

### Development Review Board (DRB)

DRB Panel A met on June 12. Following a public hearing, the Board approved a new 80,000 square foot industrial building on the southeast corner of Kinsman and Boeckman Road.

DRB Panel B did not meet in June.

### DRB Projects Under Review

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

- 34-lot attached middle housing development in Frog Pond West
- Industrial building near intersection of Kinsman and Boeckman Roads
- Mixed use residential development in Town Center
- New cover structures for Charbonneau tennis courts
- New electric substation along Parkway Avenue north of Boeckman Road
- New industrial building at ParkWorks off Parkway Avenue
- Park modifications at Edith Green Park in Charbonneau
- Significant resource overlay zone (SROZ) exception to develop a residence on a undeveloped lot on Montgomery Way
- Upgrades at the Charbonneau Marina



Proposed Building, ParkWorks Elevation Facing SW Parkway Avenue/Interstate 5

## Planning Division, Long Range

### Coffee Creek Form-based Code Assessment and Basalt Creek Code Implementation

The Coffee Creek Form-based Code standards and review process was subject to a pilot period of three completed development applications or five years following adoption in February 2018. Planning staff has embarked on an assessment of the standards and implementation process. Planning staff will also build on the form-based code assessment as we launch into planning for Basalt Creek Development Code implementation. In June, work on project planning and scoping continued including coordinating and requesting grant funding for the project.

### Frog Pond East and South Master Plan

With the Frog Pond East and South Master Plan adopted in December, the City is now focusing on implementation. Two outstanding implementation steps are in process: (1) Development Code amendments, and (2) an infrastructure funding plan. On June 5, City Council held a work session focused on Development Code amendments around process and standards for multi-family housing and accessory dwelling units. In addition, the project team continues to actively work to refine the proposed Development standards and infrastructure financing plan.



## FROG POND EAST & SOUTH MASTER PLAN

### Legislative Report

This has been a busy legislative session as a number of potential bills in the 2023 Oregon Legislature session are related to work the Planning Division does, especially related to housing. The Planning team continued to track bills related to housing and land use as the legislature completed their work on June 25. In June, Planning Director Miranda Bateschell continued to spend substantial time and effort representing City interests on House Bill (HB) 3414 dealing with automatic variances for housing development projects and the establishing of a state Housing Accountability and Production Office. Last minute amendments included special-interest land supply provisions that would allow urban growth boundary (UGB) expansions without following existing land use laws or placing requirements on developers to ensure some level of housing affordability. Her efforts included numerous meetings with legislators and other interested parties and helping draft potential amendments. She was supported by other Planning Staff and coordinated responses with Public Affairs, the City's lobbyist, Greg Leo, and the League of Oregon Cities, among others. On June 25, HB 3414 narrowly failed to pass in the final moments of the legislative session.

### Housing Capacity Analysis and Housing Production Strategy

This multi-year project will analyze Wilsonville's housing capacity and need followed by developing strategies to produce housing to meet the identified housing needs. The City's last Housing Needs Analysis was adopted in 2014. In June, the project team completed Phase 1 of the project including the Buildable Lands Inventory, outreach plan, and preliminary Housing Needs and Capacity Analysis. The project team held a work session with Planning Commission on Phase 1 and discussed the plans for Phases 2 and 3, including planned upcoming outreach.

## Planning Division, Long Range

### **Planning Commission**

The Planning Commission met on June 14. The meeting focused on housing. The Planning Commission first held a work session on the Housing Needs and Capacity Analysis and Housing Production Strategy receiving an update on work in Phase 1 of the project and reviewing the outreach plan. Following the work session the Planning Commission received a presentation on the Annual Housing Report, which actually covered two years, 2021 and 2022.

### **Wilsonville Town Center Plan**

#### *Town Center Plan Implementation*

During June, the Town Center project team continued work on a detailed Urban Renewal Feasibility Study, taking the findings of the recently adopted Infrastructure Funding Plan and further assessing forecasted revenues, maximum indebtedness, a project list, and proposed district boundary for an Urban Renewal District in Town Center. Staff reconvened the Urban Renewal Task Force, holding two meetings to introduce the project and gather initial input on potential boundaries and the project list. The project consultants shared the initial findings of the preliminary urban renewal analysis, which will be refined over the next month to account for refined assumptions on anticipated development timing and location. On June 19, the project team provided City Council an update focused on project goals and anticipated outcomes during a work session. Additional Urban Renewal Task Force meetings are planned for July to review the refined analysis and make final recommendations on the use of Urban Renewal in Town Center.



**WILSONVILLE TOWN CENTER**

- **Fiscal Year End:** In what seems like the blink of an eye, June 30 brings to us the end of FY 2022-23. To ensure a clean cut-off, and that revenues and expenses are correctly accounted for in the correct fiscal year, through July and August we will be analyzing, reviewing, and reconciling accounts—leading up to the preparation of financial statements, including the Annual Comprehensive Financial Report (ACFR).
- **FY 2022-23 Audit:** Audit season is here and the City’s annual audit has begun. The City has contracted with the independent certified public accounting firm of Grove Mueller & Swank (GMS) to carry out the annual and compliance audit for the City and Urban Renewal Agency (including for example ORS compliance related to purchasing and investment activity). The certified public accountant (CPA) firm also covers the federally mandated Single Audit required of the City covering compliance and use of federal funds. The Auditor’s performed their audit fieldwork the last week of June. This onsite visit serves as a preliminary audit for assurance testing, data collection, and compliance review in order to compress the period needed to complete their final audit, scheduled for the end of October 2023.
- **Efficiencies/Continuous Improvement:** In a effort of continuous improvement, we continuously ask ourselves, “how can we do it better here?”. An example of these efficiencies can be something as simple as: allowing the postal service to pickup our outgoing mail each day, future implementation of a check scanning machine (versus daily trips to the Post Office and Bank), and ongoing efforts to promote both incoming and outgoing electronic funds transfers (EFT’s) and documents wherever possible (e.g. for Accounts Payable, Payroll, and Utility Billing).
- **Teams/Committees:** The City often forms small teams or committees to collaborate or divide and conquer tasks. We have two staff members (Cricket & Amanda) on the City’s records management team called the Laserfiche Champions. They make sure we are retaining the proper documents for the correct retention schedule per the Oregon Revised Statutes. Finance has one employee (Christina) on the Safety Committee. They do safety inspections of the buildings to make sure exit signs are visible, fire extinguishers are ready, and safety equipment is present. They also manage the fire and earthquake drills and discuss any safety concerns of staff. There is another group called Wonderful Web Works (WWW). They help keep all of the City’s web pages up to date. We have two people (Elesha & Vania) on that team.
- **Utility Billing:** The City has registered for the Low-Income Household Water Assistance (LIHWA) program through Clackamas County. They can help residents with water and sewer bills. This will be another resource for Citizens in addition to Wilsonville Community Sharing.
- **Attached Financials:** Finance continues to monitor all departments for on-going budget compliance.

	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
<b>110 - General Fund</b>				
Taxes	\$ 13,243,000	\$ 12,888,024	\$ 354,976	97%
Intergovernmental	6,794,599	7,014,217	(219,618)	103%
Licenses and permits	202,850	179,495	23,355	88%
Charges for services	426,984	452,142	(25,158)	106%
Fines and forfeitures	230,000	174,756	55,244	76%
Investment revenue	87,000	455,167	(368,167)	523%
Other revenues	4,143,900	4,291,068	(147,168)	104%
Transfers in	4,640,011	3,840,746	799,265	83%
<b>TOTAL REVENUES</b>	<b>\$ 29,768,344</b>	<b>\$ 29,295,616</b>	<b>\$ 472,728</b>	<b>98%</b>
Personnel services	\$ 11,108,674	\$ 8,843,250	\$ 2,265,424	80%
Materials and services	15,045,218	12,531,053	2,514,165	83%
Capital outlay	214,000	208,230	5,770	97%
Debt service	408,250	380,170	28,080	93%
Transfers out	8,115,387	2,919,875	5,195,512	36%
<b>TOTAL EXPENDITURES</b>	<b>\$ 34,891,529</b>	<b>\$ 24,882,577</b>	<b>\$ 10,008,952</b>	<b>71%</b>
<b>610 - Fleet Fund</b>				
Charges for services	\$ 1,640,860	\$ 1,504,096	\$ 136,764	92%
Investment revenue	6,800	20,839	(14,039)	306%
<b>TOTAL REVENUES</b>	<b>\$ 1,647,660</b>	<b>\$ 1,525,195</b>	<b>\$ 122,465</b>	<b>93%</b>
Personnel services	\$ 970,860	\$ 680,770	\$ 290,090	70%
Materials and services	789,340	595,936	193,404	75%
Capital outlay	126,800	123,210	3,590	97%
Transfers out	2,400	2,200	200	92%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,889,400</b>	<b>\$ 1,402,115</b>	<b>\$ 487,285</b>	<b>74%</b>
<b>230 - Building Inspection Fund</b>				
Licenses and permits	\$ 1,442,750	\$ 1,647,470	\$ (204,720)	114%
Charges for services	8,190	7,508	683	92%
Investment revenue	14,000	55,251	(41,251)	395%
Transfers in	46,532	42,647	3,885	92%
<b>TOTAL REVENUES</b>	<b>\$ 1,511,472</b>	<b>\$ 1,752,875</b>	<b>\$ (241,403)</b>	<b>116%</b>
Personnel services	\$ 1,107,250	\$ 777,354	\$ 329,896	70%
Materials and services	228,181	177,765	50,416	78%
Transfers out	391,215	308,052	83,163	79%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,726,646</b>	<b>\$ 1,263,170</b>	<b>\$ 463,476</b>	<b>73%</b>
<b>231 - Community Development Fund</b>				
Intergovernmental	\$ 339,500	\$ 16,000	\$ 323,500	5%
Licenses and permits	715,389	1,109,440	(394,051)	155%
Charges for services	909,369	558,093	351,276	61%
Investment revenue	13,500	33,756	(20,256)	250%
Other revenues	-	195,840	(195,840)	-
Transfers in	2,753,503	1,925,852	827,651	70%
<b>TOTAL REVENUES</b>	<b>\$ 4,731,261</b>	<b>\$ 3,838,981</b>	<b>\$ 892,280</b>	<b>81%</b>
Personnel services	\$ 3,578,090	\$ 2,793,950	\$ 784,140	78%
Materials and services	815,548	534,336	281,212	66%
Transfers out	805,368	754,563	50,805	94%
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,199,006</b>	<b>\$ 4,082,849</b>	<b>\$ 1,116,157</b>	<b>79%</b>
<b>240 - Road Operating Fund</b>				
Intergovernmental	\$ 2,051,500	\$ 1,598,102	\$ 453,398	78%
Investment revenue	18,700	109,161	(90,461)	584%
Other revenues	-	1,458	(1,458)	-
<b>TOTAL REVENUES</b>	<b>\$ 2,070,200</b>	<b>\$ 1,708,721</b>	<b>\$ 361,479</b>	<b>83%</b>
Personnel services	\$ 440,310	\$ 292,381	\$ 147,929	66%
Materials and services	529,672	541,953	(12,281)	102%
Capital outlay	105,000	94,970	10,030	90%
Debt service	359,000	356,447	2,553	99%
Transfers out	6,278,965	3,719,964	2,559,001	59%
<b>TOTAL EXPENDITURES</b>	<b>\$ 7,712,947</b>	<b>\$ 5,005,715</b>	<b>\$ 2,707,232</b>	<b>65%</b>

	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
<b>241 - Road Maintenance Fund</b>				
Charges for services	\$ 2,192,850	\$ 2,539,461	\$ (346,611)	116%
Investment revenue	19,760	53,993	(34,233)	273%
<b>TOTAL REVENUES</b>	<b>\$ 2,212,610</b>	<b>\$ 2,593,454</b>	<b>\$ (380,844)</b>	<b>117%</b>
Transfers out	\$ 1,203,613	\$ 723,756	\$ 479,857	60%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,203,613</b>	<b>\$ 723,756</b>	<b>\$ 479,857</b>	<b>60%</b>
<b>260 - Transit Fund</b>				
Taxes	\$ 5,600,000	\$ 6,147,585	\$ (547,585)	110%
Intergovernmental	4,604,416	5,379,532	(775,116)	117%
Charges for services	29,000	33,353	(4,353)	115%
Fines and forfeitures	5,000	6,393	(1,393)	128%
Investment revenue	58,000	207,876	(149,876)	358%
Other revenues	16,800	-	16,800	0%
<b>TOTAL REVENUES</b>	<b>\$ 10,313,216</b>	<b>\$ 11,774,739</b>	<b>\$ (1,461,523)</b>	<b>114%</b>
Personnel services	\$ 4,897,540	\$ 3,377,690	\$ 1,519,850	69%
Materials and services	5,533,317	2,180,433	3,352,884	39%
Capital outlay	1,276,000	40,976	1,235,024	3%
Transfers out	1,757,565	564,806	1,192,759	32%
<b>TOTAL EXPENDITURES</b>	<b>\$ 13,464,422</b>	<b>\$ 6,163,905</b>	<b>\$ 7,300,517</b>	<b>46%</b>
<b>510 - Water Operating Fund</b>				
Charges for services	\$ 9,992,600	\$ 9,989,666	\$ 2,934	100%
Fines and forfeitures	-	17,603	(17,603)	-
Investment revenue	108,000	398,114	(290,114)	369%
Other revenues	30,000	425,336	(395,336)	1418%
<b>TOTAL REVENUES</b>	<b>\$ 10,130,600</b>	<b>\$ 10,830,719</b>	<b>\$ (700,119)</b>	<b>107%</b>
Personnel services	\$ 667,000	\$ 416,439	\$ 250,561	62%
Materials and services	4,906,612	3,607,573	1,299,039	74%
Capital outlay	1,071,225	247,612	823,613	23%
Debt service	372,000	370,751	1,249	100%
Transfers out	15,271,407	6,395,354	8,876,053	42%
<b>TOTAL EXPENDITURES</b>	<b>\$ 22,288,244</b>	<b>\$ 11,037,729</b>	<b>\$ 11,250,515</b>	<b>50%</b>
<b>520 - Sewer Operating Fund</b>				
Charges for services	\$ 8,434,450	\$ 7,985,639	\$ 448,811	95%
Investment revenue	84,700	291,126	(206,426)	344%
Other revenues	31,500	28,937	2,563	92%
Transfers in	600,000	600,000	-	100%
<b>TOTAL REVENUES</b>	<b>\$ 9,150,650</b>	<b>\$ 8,905,703</b>	<b>\$ 244,947</b>	<b>97%</b>
Personnel services	\$ 440,600	\$ 380,852	\$ 59,748	86%
Materials and services	3,803,134	3,082,438	720,696	81%
Capital outlay	439,402	221,910	217,492	51%
Debt service	2,881,000	409,716	2,471,284	14%
Transfers out	9,273,781	4,522,814	4,750,967	49%
<b>TOTAL EXPENDITURES</b>	<b>\$ 16,837,917</b>	<b>\$ 8,617,730</b>	<b>\$ 8,220,187</b>	<b>51%</b>
<b>550 - Street Lighting Fund</b>				
Intergovernmental	\$ -	\$ 16,680	\$ (16,680)	-
Charges for services	547,965	560,638	(12,673)	102%
Investment revenue	1,900	17,420	(15,520)	917%
<b>TOTAL REVENUES</b>	<b>\$ 549,865</b>	<b>\$ 594,738</b>	<b>\$ (44,873)</b>	<b>108%</b>
Materials and services	\$ 401,500	\$ 226,624	\$ 174,876	56%
Transfers out	1,045,000	679,329	365,671	65%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,446,500</b>	<b>\$ 905,953</b>	<b>\$ 540,547</b>	<b>63%</b>
<b>570 - Stormwater Operating Fund</b>				
Charges for services	\$ 3,609,538	\$ 3,532,757	\$ 76,781	98%
Investment revenue	25,900	133,483	(107,583)	515%
<b>TOTAL REVENUES</b>	<b>\$ 3,635,438</b>	<b>\$ 3,666,240</b>	<b>\$ (30,802)</b>	<b>101%</b>
Personnel services	\$ 292,810	\$ 225,610	\$ 67,200	77%
Materials and services	818,292	531,357	286,935	65%
Capital outlay	107,000	113,606	(6,606)	106%
Debt service	839,000	836,421	2,579	100%
Transfers out	6,048,155	3,659,413	2,388,742	61%
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,105,257</b>	<b>\$ 5,366,407</b>	<b>\$ 2,738,850</b>	<b>66%</b>



**City of Wilsonville - SDC Fund Summaries**  
**Reporting Month: June FY 2023**



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
<b>336 - Frog Pond Development</b>				
Licenses and permits	\$ 1,951,354	\$ 1,134,318	\$ 817,036	58%
Investment revenue	1,100	51,249	(50,149)	4659%
<b>TOTAL REVENUES</b>	<b>\$ 1,952,454</b>	<b>\$ 1,185,567</b>	<b>\$ 766,887</b>	<b>61%</b>
Materials and services	\$ 34,790	\$ -	\$ 34,790	0%
Transfers out	5,322,274	515,924	4,806,350	10%
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,357,064</b>	<b>\$ 515,924</b>	<b>\$ 4,841,140</b>	<b>10%</b>
<b>348 - Washington County TDT</b>				
Washington County TDT	\$ -	\$ 715,006	\$ (715,006)	-
Investment revenue	1,800	23,253	(21,453)	1292%
<b>TOTAL REVENUES</b>	<b>\$ 1,800</b>	<b>\$ 738,259</b>	<b>\$ (736,459)</b>	<b>41014%</b>
<b>346 - Roads SDC</b>				
System Development Charges	\$ 3,960,000	\$ 2,058,987	\$ 1,901,013	52%
Investment revenue	40,300	156,117	(115,817)	387%
<b>TOTAL REVENUES</b>	<b>\$ 4,000,300</b>	<b>\$ 2,215,104</b>	<b>\$ 1,785,196</b>	<b>55%</b>
Materials and services	\$ 41,470	\$ -	\$ 41,470	0%
Transfers out	12,790,020	658,007	12,132,013	5%
<b>TOTAL EXPENDITURES</b>	<b>\$ 12,831,490</b>	<b>\$ 658,007</b>	<b>\$ 12,173,483</b>	<b>5%</b>
<b>396 - Parks SDC</b>				
System Development Charges	\$ 373,000	\$ 406,793	\$ (33,793)	109%
Investment revenue	12,200	43,283	(31,083)	355%
<b>TOTAL REVENUES</b>	<b>\$ 385,200</b>	<b>\$ 450,076</b>	<b>\$ (64,876)</b>	<b>117%</b>
Materials and services	\$ 16,890	\$ -	\$ 16,890	0%
Transfers out	2,883,712	1,571,274	1,312,438	54%
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,900,602</b>	<b>\$ 1,571,274</b>	<b>\$ 1,329,328</b>	<b>54%</b>
<b>516 - Water SDC</b>				
System Development Charges	\$ 1,429,000	\$ 2,665,515	\$ (1,236,515)	187%
Investment revenue	21,700	205,330	(183,630)	946%
<b>TOTAL REVENUES</b>	<b>\$ 1,450,700</b>	<b>\$ 2,870,845</b>	<b>\$ (1,420,145)</b>	<b>198%</b>
Materials and services	\$ 25,940	\$ -	\$ 25,940	0%
Debt service	453,000	450,736	2,264	100%
Transfers out	12,182,558	5,114,541	7,068,017	42%
<b>TOTAL EXPENDITURES</b>	<b>\$ 12,661,498</b>	<b>\$ 5,565,277</b>	<b>\$ 7,096,221</b>	<b>44%</b>
<b>526 - Sewer SDC</b>				
System Development Charges	\$ 290,000	\$ 814,087	\$ (524,087)	281%
Investment revenue	3,700	20,598	(16,898)	557%
<b>TOTAL REVENUES</b>	<b>\$ 293,700</b>	<b>\$ 834,684</b>	<b>\$ (540,984)</b>	<b>284%</b>
Materials and services	\$ 22,050	\$ -	\$ 22,050	0%
Transfers out	1,737,739	1,177,814	559,925	68%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,759,789</b>	<b>\$ 1,177,814</b>	<b>\$ 581,975</b>	<b>67%</b>
<b>576 - Stormwater SDC</b>				
System Development Charges	\$ 990,000	\$ 595,720	\$ 394,280	60%
Investment revenue	14,300	53,945	(39,645)	377%
<b>TOTAL REVENUES</b>	<b>\$ 1,004,300</b>	<b>\$ 649,665</b>	<b>\$ 354,635</b>	<b>65%</b>
Materials and services	\$ 5,750	\$ -	\$ 5,750	0%
Transfers out	541,017	76,282	464,735	14%
<b>TOTAL EXPENDITURES</b>	<b>\$ 546,767</b>	<b>\$ 76,282</b>	<b>\$ 470,485</b>	<b>14%</b>



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
<b>800 - Year 2000 Program Income</b>				
Investment revenue	\$ 8,200	\$ 8,590	\$ (390)	105%
Other revenues	-	13,412	(13,412)	-
<b>TOTAL REVENUES</b>	<b>\$ 8,200</b>	<b>\$ 22,002</b>	<b>\$ (13,802)</b>	<b>268%</b>
Materials and services	\$ 5,000	\$ 4,747	\$ 253	95%
Transfers out	919,094	919,094	-	100%
<b>TOTAL EXPENDITURES</b>	<b>\$ 924,094</b>	<b>\$ 923,841</b>	<b>\$ 253</b>	<b>100%</b>
<b>805 - Year 2000 Capital Projects</b>				
Investment revenue	\$ 88,570	\$ 225,790	\$ (137,220)	255%
Loan proceeds	4,000,000	4,000,000	-	100%
<b>TOTAL REVENUES</b>	<b>\$ 4,088,570</b>	<b>\$ 4,225,790</b>	<b>\$ (137,220)</b>	<b>103%</b>
Materials and services	\$ 467,000	\$ 233,435	\$ 233,565	50%
Capital outlay	17,898,558	3,981,898	13,916,660	22%
<b>TOTAL EXPENDITURES</b>	<b>\$ 18,365,558</b>	<b>\$ 4,215,334</b>	<b>\$ 14,150,224</b>	<b>23%</b>
<b>807 - Year 2000 Debt Service</b>				
Taxes	\$ 3,544,880	\$ 3,452,469	\$ 92,411	97%
Investment revenue	999	27,182	(26,183)	2721%
<b>TOTAL REVENUES</b>	<b>\$ 3,545,879</b>	<b>\$ 3,479,651</b>	<b>\$ 66,228</b>	<b>98%</b>
Debt service	\$ 8,294,525	\$ 8,021,064	\$ 273,461	97%
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,294,525</b>	<b>\$ 8,021,064</b>	<b>\$ 273,461</b>	<b>97%</b>
<b>810 - Westside Program Income</b>				
Investment revenue	\$ 750	\$ 2,081	\$ (1,331)	277%
<b>TOTAL REVENUES</b>	<b>\$ 750</b>	<b>\$ 2,081</b>	<b>\$ (1,331)</b>	<b>277%</b>
<b>815 - Westside Capital Projects</b>				
Investment revenue	\$ 44,502	\$ 95,976	\$ (51,474)	216%
<b>TOTAL REVENUES</b>	<b>\$ 44,502</b>	<b>\$ 95,976</b>	<b>\$ (51,474)</b>	<b>216%</b>
Materials and services	\$ 280,336	\$ 126,809	\$ 153,528	45%
Capital outlay	710,000	-	710,000	0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 990,336</b>	<b>\$ 126,809</b>	<b>\$ 863,528</b>	<b>13%</b>
<b>817 - Westside Debt Service</b>				
Taxes	\$ 5,084,500	\$ 4,889,016	\$ 195,484	96%
Investment revenue	36,000	65,057	(29,057)	181%
<b>TOTAL REVENUES</b>	<b>\$ 5,120,500</b>	<b>\$ 4,954,072</b>	<b>\$ 166,428</b>	<b>97%</b>
Debt service	\$ 6,039,075	\$ 4,807,158	\$ 1,231,918	80%
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,039,075</b>	<b>\$ 4,807,158</b>	<b>\$ 1,231,918</b>	<b>80%</b>
<b>825 - Coffee Creek Capital Projects</b>				
Investment revenue	\$ 1,500	\$ 2,920	\$ (1,420)	195%
<b>TOTAL REVENUES</b>	<b>\$ 1,500</b>	<b>\$ 2,920</b>	<b>\$ (1,420)</b>	<b>195%</b>
Materials and services	\$ 149,290	\$ 136,896	\$ 12,394	92%
<b>TOTAL EXPENDITURES</b>	<b>\$ 149,290</b>	<b>\$ 136,896</b>	<b>\$ 12,394</b>	<b>92%</b>
<b>827 - Coffee Creek Debt Service</b>				
Taxes	\$ 385,200	\$ 488,090	\$ (102,890)	127%
Investment revenue	1,000	4,842	(3,842)	484%
<b>TOTAL REVENUES</b>	<b>\$ 386,200</b>	<b>\$ 492,932</b>	<b>\$ (106,732)</b>	<b>128%</b>
Debt service	\$ 279,500	\$ 139,290	\$ 140,210	50%
<b>TOTAL EXPENDITURES</b>	<b>\$ 279,500</b>	<b>\$ 139,290</b>	<b>\$ 140,210</b>	<b>50%</b>

### *From the Director*

June got off to a fantastic start with the kickoff of our Summer Reading Program. The Summer Reading Program is a fun way for all ages to make reading a regular part of their summer routine. There are three ways to play. Read 20 minutes a day for 20 days to complete the Reading Log. Engage in 10 science "explorations" to complete the Science Log. Try your hand at the reading and activities in the Bingo Card. Completed logs and cards get entered into age-appropriate prize drawings. The Summer Reading Program runs through August 31.

Youth programs returned June 20. Baby & Toddler Time resumed their twice weekly programs on Tuesdays at 10:30am and 11:15am. New for the summer is "Stories & Science" on Wednesdays at 10:30am and 12pm, where the youth librarians perform a story and a science demonstration. Thursday Fun Shows at 11am in Murase Plaza featured musician Mo Phillips on June 22 and Dragon Puppet Theater on June 29, with over 250 people attending each show. Teen summer events are on Tuesday afternoons and featured a Scavenger Hunt on June 20 and an outdoor community project on June 27.

In honor of Pride Month, the library featured a book display with books by and about the LGBTQ+ community, and an online program about the legacy of the Stonewall Riots. Adult programs included "Systemic Racism in Oregon Schools," part of the Diversity, Equity, and Inclusion (DEI) Committee Lecture Series and a Space Talk about the Mars rover "Perseverance". A business workshop for Spanish-speaking business owners was held in coordination with the Hispanic Metropolitan Chamber. The American Red Cross held two blood drives at the library. The Walking Book Club, Genealogy Club, and English (ESL) class met. The First Friday Film was *Missing*.

The Library Board, the Wilsonville Public Library Foundation, and the Friends of the Wilsonville Library held a joint picnic on June 22. The members had a pleasant time meeting each other and enjoyed the lovely evening in Memorial Park.

The proposed library budget for fiscal year 2023-2024 was adopted by City Council. Also approved by City Council was a grant through Community Cultural Events and Programs (CCEP) to the Wilsonville Public Library Foundation for a StoryWalk, which will consist of signs that hold pages of children's books at intervals along a park path and which can be rotated throughout the year.

*-Shasta Sasser, Library Director*



## Parks and Recreation Report | June 2023

### Director's Report

Summer is in full swing and as you would imagine, our department is very busy with park maintenance, overseeing projects, booking reservations and running programs. Some specific highlights for the month include:

- Recreation Intern Maxine Boggini joined the team
- Start of Summer Camps including Stars Camp
- Tournament prep
- Murase slide repair
- Art installation in Villebois
- Mental Health First Aid Training for Staff
- Opened water features for the season
- SORA Shodo Calligraphy event
- The Arts, Culture, and Heritage Commission met to discuss the Public Art Policy

For further details on these and other June highlights please read on...



## Community Center & Recreation Updates

### STARS Camp

The annual STARS Camp took place June 19-21 at the Memorial Park River Shelter. Wilsonville High School students Gabby Maoz and Elise Smith, along with several other Wilsonville High School students, volunteered as the counselors for the camp. Gabby and Elise first created the camp in 2022 as a way to offer summer camp to kids who wouldn't normally be able to go due to financial reasons. The camp, which is completely free and includes lunch and snacks each day, offered three days of different activities with themed days such as pirates and mermaids and



carnival day. Activities included arts and crafts, dance battles, an egg drop, and group games. The Parks and Recreation budget covers most of the costs for the camp, but Gabby and Elise also fundraised and got lunch for one of the days donated by Wilsonville Jimmy Johns. In total, 40 kids registered for the camp. The Parks and Recreation department can't thank Gabby and Elise enough for all their hard work to make this camp a reality. They're making a big difference in our community, and we hope to continue the STARS camp for years to come.

### Community Garden Meet and Greet

Recreation Coordinator Erica Behler hosted a Community Garden meet and greet and plot share this month at the Community Garden. Roughly 15 gardeners attended to discuss benefits and areas of growth at the garden, and they provided valuable feedback for staff. Attendees also took turns sharing what they have growing in their garden plot and share gardening tips with each other. It has been an ongoing sentiment of community gardeners that they want to create a better sense of community in the garden space. More efforts like this will take place throughout the gardening season.

### Mental Health First Aid Training for Staff

Several employees from the Parks and Recreation team attended a Mental Health First Aid Training this month. The training, which is provided at no cost through Clackamas County Behavioral Health Services, took place over two half days at the Wilsonville Library. Participants learned to identify signs and symptoms of a mental health crisis, and provide support to individuals experiencing a mental health crisis before professional help arrives at the scene. The group was also given several resources such as mental health crisis lines to share with those in need of support.



Clackamas County Mental  
Health Crisis Line (503) 655-  
8585

### New Intern, Maxine Boggini, Joins the Recreation Team

The Recreation team expanded in June to include a Summer Intern. Maxine Boggini, who also goes by Max, joined the team from Portland State University where she studies Sociology and works as part of the Residential Housing team creating events for students. Maxine will be busy checking in on summer camps, adding to our social media accounts, and helping out with summer events. We're thrilled to have Maxine join the team, and she's already off to a fantastic start.

## Community Center Updates

The summer session of the Life 101 lecture series continued with a number of free educational lectures. A representative from Clackamas County presented energy saving tips and techniques and also shared energy saving programs for low income residents offered by PGE and NW Natural. The Alzheimer's Association shared research in the areas of diet, nutrition, and exercise and how these contribute to a healthy brain and body. Finally, Dr. Dave Duemling gave information on the best ways to build natural immunity while Attorney Michael Rose presented an overview of estate planning.

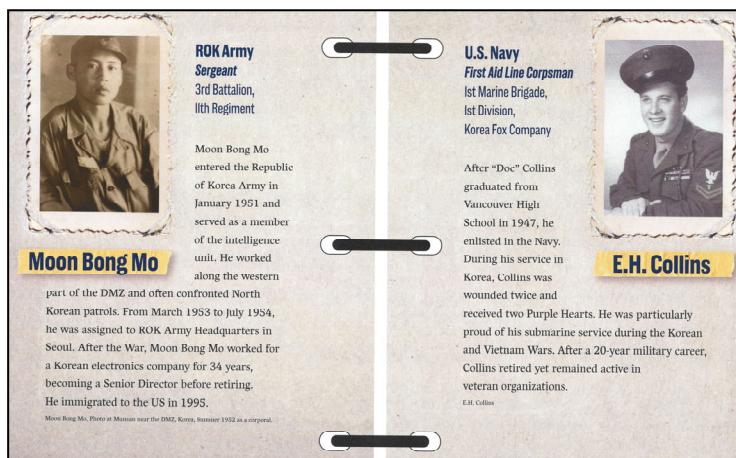
During May, the nutrition program served 711 meals as part of the Center's in person congregate lunch program and 1,325 meals to 81 home delivered meal clients in our community.

### Korean War Memorial Foundation of Oregon

The Korean War Memorial Foundation of Oregon (KWMFO) approved 100% design and graphic layouts for the Oregon Korean War Interpretive Center. The KWMFO continues to plan for the July 29 ceremony to honor veterans, commemorate the signing of the armistice to end the fighting of the Korean war and to celebrate the opening of the Interpretive Center. Ceremony to begin at 10am, will grand opening of the Interpretive Center to follow.

### Wilsonville Community Seniors, Inc. (WCSI)

The Wilsonville Community Seniors Inc continues to prepare for their fall spaghetti dinner fundraiser which will take place on Saturday, September 23 at 5 pm. Tickets go on sale August 21.





## Board Highlights

### Arts, Culture, and Heritage Commission (ACHC)

During the June meeting, the ACHC received a presentation on Parks and Recreation events and classes in order for the ACHC to familiarize themselves with what the department is doing and brainstorm ideas for adding more arts and culture elements to existing events. Additionally they were informed that the Parks and Rec team are constantly accepting new class proposals for new class ideas. The ACHC plans to help spread the word to their networks which will hopefully increase arts class offerings. The ACHC also reviewed the Public Art Program and Guidelines draft, which will eventually get forwarded on for City Council approval. This policy is an integral step in the City of Wilsonville establishing and legitimizing a functioning public art program. Another item on the agenda was information about partnering with nonprofit Clackamas County Arts Alliance to run a gallery program in City Hall. The ACHC passed a motion for staff to move forward implementing this gallery program, which will feature local artists with rotating exhibits starting in August. Lastly, the City has the opportunity to acquire free/donated sculptures by beloved late Japanese Artist Michihiro Kosuge. The ACHC passed a motion to acquire the donated sculptures. Karen Rycheck, a local artist selected by the ACHC, completed her tile mosaic installation this month in Tivoli Park. The piece was inspired by local plants and she even included some bees as Wilsonville is a Bee City. Lastly, Consultant Bill Flood hosted a free two hour workshop to the local arts and culture nonprofits about strategic planning; four local nonprofits attended.



### Kitakata Sister City Advisory Board

The Kitakata Sister City Advisory Board met in June to continue itinerary planning for the upcoming delegation of students from Kitakata in late October. The board also hosted an event on June 23 to promote the homestay program. The event was an Introduction to Japanese Calligraphy class with Lake Oswego based artist SORA Shodo.

### Parks and Recreation Advisory Board

The Parks and Recreation Advisory Board did not meet in June.

## Upcoming Events

**Laser Light Show:** July 4, Dusk, Town Center Park

### Movies in the Park Series:

- **Lightyear:** July 14, Dusk, Town Center Park
  - **Vivo:** July 28, Dusk, Edelweiss Park
  - **Super Pets:** August 11, Dusk, Town Center Park
  - **Strange World:** August 25, Dusk, Memorial Park River Shelter
- Party in the Park:** August 24, 5:30-8:30pm, Town Center Park

## Parks Team

### In Full Summer Swing

There is no surer sign of summer than the water features being turned on. The team has been hard at work keeping up with the fantastic water feature usage. June also brings a lot of prep work for athletic tournaments, camps, and the 4th of July. The team has spent time addressing playground concerns that arose, including one with the beloved Murase slide. Through quick response and action the team expects to have the slide repair completed soon. Summer is here, the community is excited, and the team is ready.



*Murase slide replacement.*



*Rough mowing.*



*Little Free Library install.*



*Prepping art install at Tivoli Park.*



*Playground repair at Murase.*



*Athletic field light safety.*



## Parks Team Project Updates

### Regional Park 5/6

Regional Park 5 has been completed.

- Taylor Morrison is working on a maintenance plan in close collaboration with the city team.
- Tennis court is completed.
- Dog park to open when grass is established.



*Completed playground.*



*Dog park waiting on rain to help the grass grow.*



*Completed tennis court.*



# City of Wilsonville Police

JUNE 2023



Regional Exceptional Service Award

## Zach Keirsey

Region 9, Wilsonville Police Department,  
Oregon



School Resource Officer (SRO), Deputy Zach Keirsey, was recognized by the National Association of School Resources Officers (NASRO) on June 9 as the recipient of the Exceptional Service Award for Region 9—which included Oregon.

Sgt. Swanson, his immediate supervisor, had this to say, "But first and foremost, Deputy Keirsey is the 'neighborhood cop' at Wilsonville High School, where he maintains an office. His patrol car is adorned with the school's mascot and he is a regular at after-school sporting events...Deputy Keirsey embodies everything a community needs and desires in an SRO. He protects them and keeps them safe. He provides them with public safety services when they are victims of crime. And he is an educator and mentor."

Additional information regarding NASRO can be found at <https://www.nasro.org>. They are dedicated to making schools and children safer.

## A LONG-AWAITED OPENING

On May 31, Wilsonville Police had the opportunity to be present when Wilsonville's new 7-11 owner, Naeem Khan, held his grand opening. Khan brings with him a strong team of managers and employees, as well as a great track record that follows him from other 7-11 locations.

Khan took ownership of the local franchise after it closed in 2022.



## SOLE SISTERS ANNUAL RUN



Wilsonville Police joined Sole Sisters on Saturday, June 3, for their 13.2 / 10k / 5k run. The event ran 9:00 a.m. through 1:00 p.m., and was graced with beautiful weather. Here are some pictures our Traffic Officer, Deputy Robby Nashif, took.







# City of Wilsonville

## Call Activity

# 7,035

Total Calls

### YEAR 2023

High Priority • 660

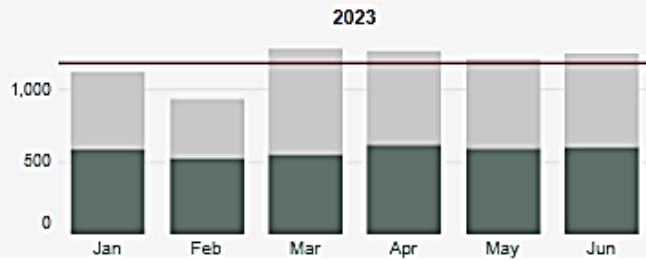
Medium Priority • 4,848

Low Priority • 1,527

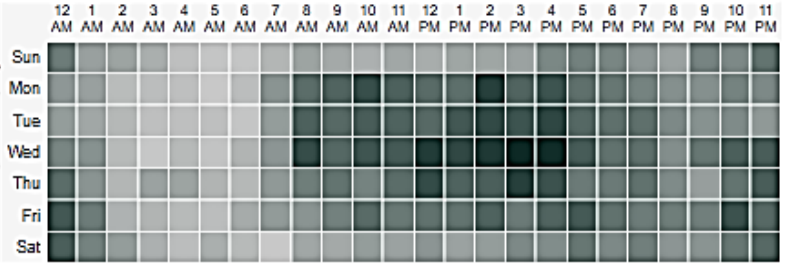
Public-Initiated • 3,464

Deputy-Initiated • 3,571

#### Call Activity by Month and Year



#### Call Activity by Day of Week and Hour of Day



This dashboard is maintained by CCSO's Strategic Analysis Unit  
Data source: Clackamas County Communication's Computer Aided Dispatch (CAD) software  
Updated: 7/5/2023 2:13:27 PM (UTC)

### JUNE 2023

**399**  
Alarm

**475**  
Assist

**368**  
Civil

**1,104**  
Crime

**1,875**  
Disorder

**623**  
Follow-Up

**442**  
Other

**1,749**  
Traffic

Alarm	Alarm	399
Assist	Assist Public	309
	Assist Fire/Medical	66
	Assist Other Agency	48
	Warrant	24
	Missing Person	18
	Assist Law Enforcement	10
Civil	Civil	298
	Behavioral Health	72
Crime	Theft	181
	Harassment/Menacing	167
	Trespass	127
	Domestic Violence	124
	Fraud	92
	Criminal Mischief	85
	Assault/Abuse	80
	Stolen Vehicle	62
	Hit & Run	61
	Burglary	41
	Vice	27
	Sex Offense	22
	Violation of Restraining Order	11
	Escape/Pursuit	10
	Littering	8
	Robbery	5
	Arson	1

Disorder	Suspicious Activity	895
	Welfare Check	284
	Parking Disorder	161
	Premise Check	129
	Subject Contact	101
	Juvenile Disorder	60
	Disturbance	51
	Animal Disorder	50
	Noise Disorder	41
	Unwanted Person	40
	Extra Patrol	28
	Recovered Stolen Vehicle	18
	Shots Fired	8
	Prowler	6
	Ordinance Disorder	2
	Fireworks	1
Follow-Up	Follow-Up	623
Other	Other	442
Traffic	Traffic Stop	1,521
	Traffic Crash	90
	Traffic Disorder	68
	Hazard	51
	DUII	19

## From The Director's Office:

During the last month much work has occurred on the Public Work Complex site including (top photos) building the walls for vehicle wash building and (bottom photos) completing the structural support and beginning installation of siding on the warehouse.



Best Regards,

Delora Kerber, Public Works Director



## Public Works Complex

Work on the administration building in June includes (photos top to bottom) completion of the interior staircase, starting placement of siding, beginning construction of the interior walls and setting the curbing for the roof top HVAC equipment.



## Utilities—Water

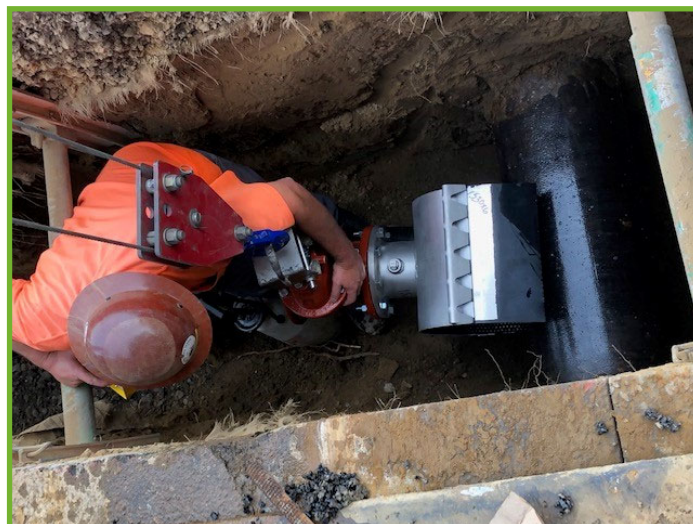
### Annual Maintenance

A leak detection survey was conducted this month by our contractor, Utility Services Associates. Every year, a quarter of the City is inspected to identify any active leaks. A technician utilizes specialized listening equipment to pick up the noise of a leak off of valves, meters, and hydrants. This year's survey focused on the west side of I-5 and included all portions of the system north of Wilsonville Road. Fortunately, only a few small leaks were identified and repairs were completed. Water techs also finished the annual water system flushing and kept up with the steady number of work orders from Utility Billing.



### New Tap at the PW Complex

This month a couple of taps were installed for the new Public Works Complex. The water technicians were on site when a new water tap is being installed by a contractor. The technician is there to witness that the tap is performed properly and to be at the ready to respond in case of an issue.





## Utilities—Water cont.

### New Connections

The Water crew was very busy last month addressing an issue along 95<sup>th</sup> Avenue where a City water main was in conflict with the trench line of the 66" Willamette Water Supply pipeline being installed. Staff spent a lot of time onsite providing input about how the City infrastructure should be moved, how the shutdown would occur and identifying which businesses could potentially be affected during the work.

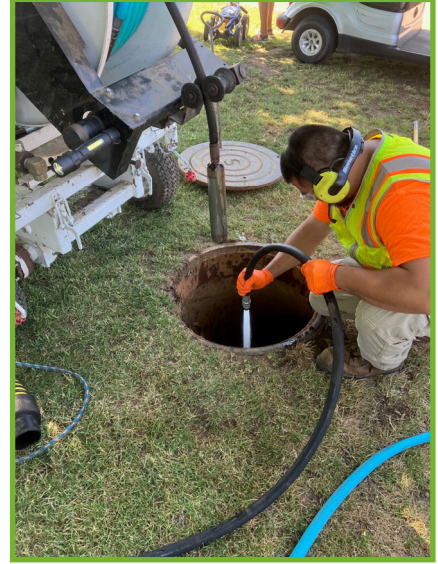
Once a plan was in place and approved by the City Engineering Department and Public Works Department, the contractor laid the new pipe and performed a pressure test and disinfection of the new line. We collected bacteriological samples and submitted them to the lab for testing. After receiving passing results, the contractor was able to perform the final connections of the old main to the new section of main. The Water crew assisted by performing the shutdown and setting up a temporary water connection to the Pacific Foods warehouse. Once the line was tied in, they blew off the new section of line to remove any air and then checked the new connections for any indication of leaks.



## Utilities—Wastewater

### Sewer Maintenance

Wastewater crew took advantage of the dry weather to perform cleaning and inspection of off-road manholes in Charbonneau. This work required the crew to use the easement machine in order to gain access. The easement machine is a satellite unit that attaches to the large sewer cleaning truck and allows the crew to access manholes that are not easy reach from the street. The crew also performed closed—circuit television (CCTV) inspection of the lines.



### Confined Spaces Training

The Utilities team attended a full day confined space training this month. Staff completed a half a day in the class room covering safety, regulations, equipment, and appropriate permit forms. The second half of the day was practicing how to conduct a pre-entry inspection and how to perform a rescue. The exercise was conducted at one of the water feature vaults and everyone in attendance had a chance to lower and retrieve a person out of the vault using the fall protection equipment.





## Facilities

### Landscaping at Transit Center and SMART

The Landscaping staff have been trimming up shrubs at the ArtTech building and spending some time at the transportation facilities. They cleaned up tall grasses at the Wilsonville Transit Center and at the SMART Transit Operations building. Below are the before and after photos of the areas.





## Facilities cont.

### Water Feature Upgrade

The team installed a new baffled intake pipe from the Murase Plaza water feature surge tank. This prevents any debris or toys from entering the water feature vault equipment.



### Security Camera Installation at City Hall

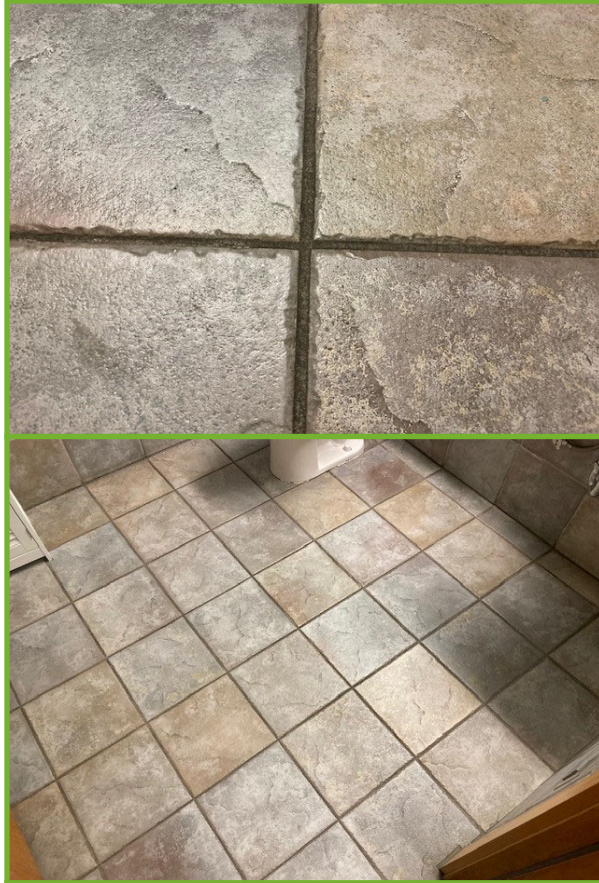
Staff installed a new security camera in City Hall parking lot. Facilities teamed up with the IT department to pull internet and power from the building to the parking coral for new camera install. With use of the new bucket truck we were able to install the new camera on a light post instead of hiring out the work or renting a man lift.



## Facilities cont.

### Our Janitors focus on the Details

Janitorial staff play such an important role 'behind the scenes'. In addition to their routine sanitation duties, they cleaned the air return grates at the Community Center, touched up the stainless steel hardware at the Library and even deep cleaned grout in the restrooms. We appreciate their attention to detail!



*Before*



*After*



## Roads

### Roadway Maintenance

The Roads team has primarily focused on trimming and mowing City right of way. Staff cleared several large sections along Boeckman Road and Elligsen Road, and in the medians on Wilsonville Road. Staff are wrapping up the diagnostics on the irrigation system on Tooze and Boeckman Road, nearly a 1.25 mile section starting at Grahams Ferry Road and ending just west of 95th. Additionally, staff are performing sign maintenance and cleaning up graffiti on public assets.





## Stormwater

### Outfall Clearing

The Stormwater team finished the annual catch basin cleaning and turned their attention to inspecting outfalls and culverts. Some of our assets are located 'off the beaten path', requiring power tools, personal protective equipment and persistence. Staff trimmed back any bushes that have overgrown and would otherwise interfere with their normal function.





# SMART

SOUTH METRO AREA  REGIONAL TRANSIT

JUNE 2023 Report



The musical group the Bee Gees posed four very distinct but related questions in the lyrics of their very first number one hit. Each question lending itself to numerous philosophical answers. None of which are absolutely right. None of which are absolutely wrong. The eternal questions brought into our human consciousness by the Brothers Gibb are – *“How can you mend a broken heart? How can you stop the rain from falling down? How can you stop the sun from shining? What makes the world go ‘round?’”*

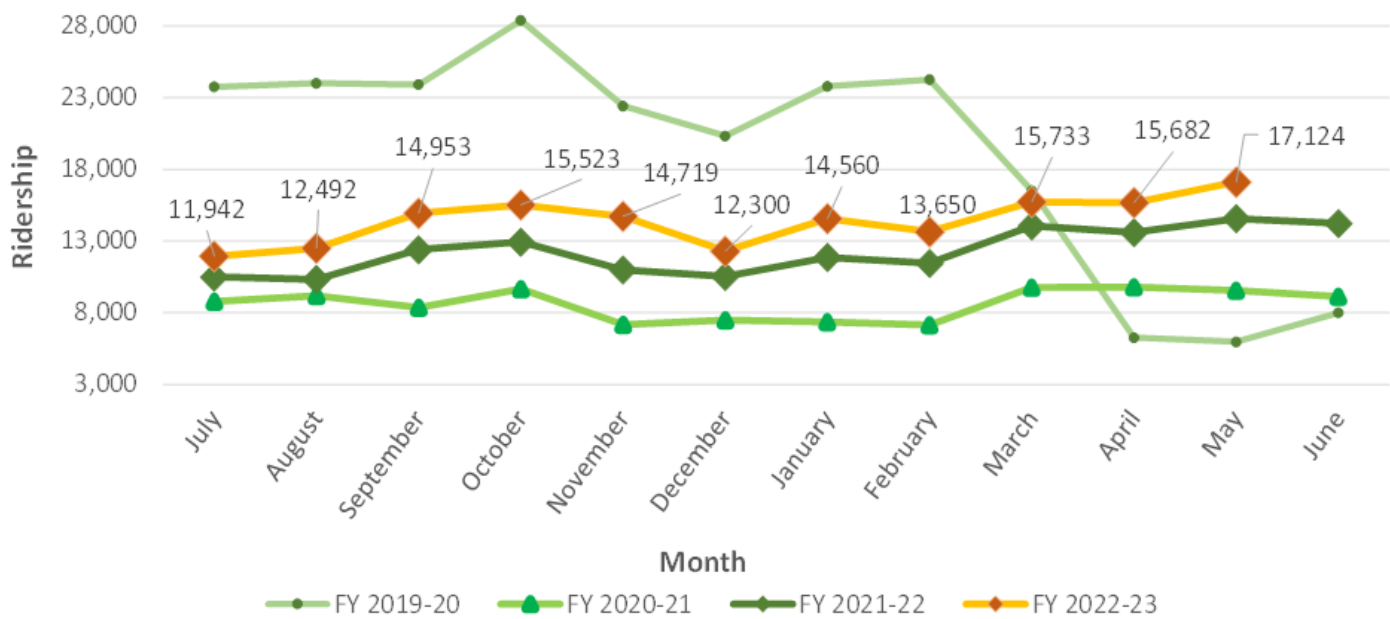
Comparing the ability to mend a broken heart with stopping the rain from falling, from attempting to stop the sun from shining, the songwriters seem to suggest that repairing a broken heart is all but impossible. Whether this is true or not, I am convinced that the world turns on the power of our compassion for others. I am further convinced that there is but one surefire remedy for all the heartbreak, all the sadness, all the abhorrence that seems to permeate our world today... LOVE is the only answer for what ails us.

**Dwight Brashear**  
Transit Director

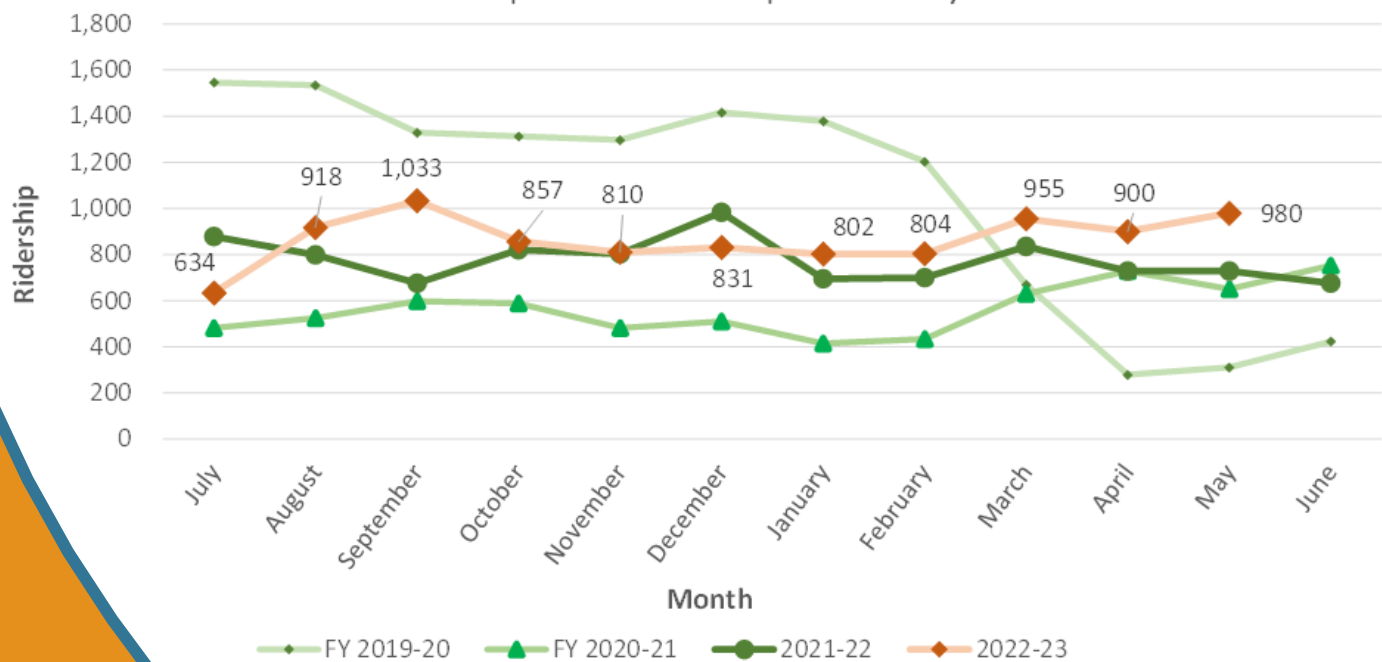


## Operations - Anne MacCracken Management Analyst

Fixed Route Ridership Trends by Month



Demand Response Ridership Trends by Month



## Operations - Eric Loomis Operations Manager

In June, City Council approved Resolution No. 3072, reducing fare for customers using the Route 1X. In addition to the reduction, SMART is also working with Cherriots to give customers an electronic fare alternative. This will be in addition to the monthly pass and cash fare options Route 1X riders currently have.

Cherriots is implementing a program called

Umo to give customers an electronic payment option for ease of use on all Cherriots routes, both local and regional. Fleet Manager Scott Simonton and his team will be installing hardware on buses in the month of July for an August 1 public launch of the electronic fare system.





## Operations - **Scott Simonton** –Fleet Manager

Prior to placing the City's new aerial bucket truck in service, operator training was provided. Fleet hosted this training earlier this month. Training was attended by staff from various Public Works divisions, including Utilities, Roads/Stormwater, and Facilities Maintenance.

This was an all-day safety and operations class, provided by Altec, the manufacturer of the equipment. Both hands on, and classroom training were provided, with each student taking a turn operating the truck.



## Grants & Program Manager - Kelsey Lewis

Our summer interns for the Transportation Options program started June 23. Please welcome Wyatt Bean and Henry Hamilton if you see them tabling at community events like the Farmer's Market, Rotary concerts, and Party in the Park.

As we anticipate final adoption of the 2023 Transit Master Plan in July, SMART staff has begun planning the implementation of some initial changes to service based on the plan.

These first changes will likely be route (as opposed to increasing frequency) as we continue to bring on new bus drivers and expand our capacity. We are excited to bring these changes to our current and future riders!



## Transportation Options - Michelle Marston

For the month of June SMART helped promote the Better Commutes Bicycling Solutions campaign through Get There Oregon. This was a month long campaign to boost employee health and wellness. Information was sent to all large employer HR contacts including the City of Wilsonville.

The messaging used was:

**Boost employee health and wellness, while supporting your workforce, performance and sustainability goals.**

### Better Commutes Bicycling Solutions

Bike commuting offers employee and employer benefits!



#### Physical Health

Biking improves circulation, builds stamina, and reduces risk of chronic health conditions.



#### Mental Health

Regular physical activity boosts overall mental health and helps relieve stress and burnout.



#### Boost Morale

Supporting employees to commute by bike improves work experience and job satisfaction.



#### Recruit & Retain

Improving employee commutes through bike commuting can help retention and recruitment.

**GET TIPS & ACCESS FREE TOOLS**



### Boost Employee Health & Wellness

**Add Bike Commuting to Your Workplace Wellness Efforts**

Employee wellbeing has become more important than ever, especially for retention and recruitment. Offering support and benefits for active commuting boosts both the physical and mental health of our employees among other benefits.

*Stacey Brown, Sr., Wellbeing Consultant  
Providence Health & Services*

**GET TIPS & RESOURCES**





## Transportation Options - **Patty Tiburcio** Mobility Technician

SMART staff kicked June off with two Bike Rodeos: the first on June 2 at Wilsonville Transit Center and the second on June 3 at Meridian Creek Middle School. We provided helmet adjustments and hosted a bike repair mechanic to provide free minor bike repairs to participants and community members. Attendees with no bicycle were welcome to use one of the bicycles borrowed from the City of Tigard. Helmets were provided by SMART, free of charge to keep for those in need.



*Bike Rodeo Participants*

Juneteenth celebration held at Town Center Park. We tabled at the event to provide transit information and answer questions. We also hosted a bike repair mechanic that provided free minor bike repairs to the community.



*Deputy Banfi at the Bike Rodeo*

A deputy from Clackamas County Sheriff's Office and firefighters with TVF&R joined the event at Meridian Creek Middle School and helped guide kids through the agility course. Attendees also had the opportunity to visit the police vehicle and the fire truck. The event was featured on the [Wilsonville Spokesman](#).



*Bike Adventure Camp 2023*

SMART and **NHA** staff completed their final Walking School Bus from Autumn Park Apartments to Boones Ferry Primary on Wednesday, June 14. Plans are in the works to resume the Walking School Bus for the 2023-2024 school year.

SMART staff was present for the

Due to the pandemic, the last time SMART held a Bike Camp in partnership with WashCo Bikes was in 2019. SMART has resumed its partnership with WashCo Bikes and scheduled a weeklong Bike Camp for the week of June 26.



## MEMORANDUM

To: Bryan Cosgrove, City Manager  
Chris Neamtzu, Community Development Director  
From: Zach Weigel, PE, City Engineer  
Date: July 13, 2023  
Subject: CIP #2107 – Boeckman Creek Interceptor & Trail Project  
Response to Erin Yatabe Comments made at City Council on 6/19/2023

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I have prepared this memo in response to comments made by Erin Yatabe at the June 19, 2023 City Council meeting as part of the Boeckman Creek Interceptor & Trail (BCIT) project.

**Issue Number 1:** The city sent an aggregated response to trail open house questions. We have specifically asked 3 times that the city commit to and publish that affected stakeholders are within 2000 feet of the interceptor. This would ensure all affected stakeholders are given advance notice of when decisions are being made prior to and in between the 4 city scheduled public events. It ensures all affected stakeholders don't have to individually scan the city website for trail related meetings and decisions on a daily basis to be involved.

### *Staff Response:*

The BCIT Neighborhood Open House Summary that was published on June 16, 2023 and the letter to Erin Yatabe date June 19, 2023 state that the residents within 2000 feet of the project limits will continue to receive mailed notices in advance of the planned public meetings. These meetings consist of three public events over the next year at different stages of the project design, including pre-design, preliminary design, and advance design. These meetings are in addition to the neighborhood meeting held with adjacent residents and property owners on May 25. Each milestone event will include presentation of greater design detail and provide an opportunity for community stakeholders to speak with the project team, review proposed designs, and provide input to help shape the final project plans prior to starting construction.

Notice of the project kickoff was mailed out to the same 2000 foot boundary in May. The notice included information on how interested community members can stay up to date and learn of upcoming events to participate in the design of the project, including links to the project website, as well as sign up for e-newsletter and text updates.

In addition, the project team will continue to use the website, social media posts, e-newsletter, and text updates to provide updated project information, notice of when workers will be

onsite, and announcements of upcoming public meetings. To make sure we are reaching those community members without electronic access, the project team is placing articles in the Boones Ferry Messenger and coordinating with nearby home owner associations and apartment complex managers to help distribute project information. All project communication includes City project manager contact information, who is available to answer questions, discuss concerns, and make accommodations as needed.

**Issue Number 2:** We have an urgent, immediate, safety issue that can't wait for an updated project schedule from the contractor later this summer for further engagement opportunities.

Currently there are survey crews, and going forward there will be countless work crew members, within feet of our properties, children, and pets. The June 16th statement from staff states construction of a permanent fence between city property and private property was not anticipated as part of the project.

The construction of the trail will force community members to be exposed to real-life, present-day safety concerns and will leave those same members with no consideration of your responsibility to construct a fencing solution to protect them. Council, this is a prime example as to how time has passed, the community has evolved, and modifications to this trail plan are desperately needed.

*Staff Response:*

The Response to Neighborhood Petitions Memo dated May, 26, 2023 and the BCIT Neighborhood Open House Summary published on June 16, 2023 state that the project will include fencing options at specific locations to be determined as the design of the trail project progresses. Fencing location and design have not yet been determined. The use of permanent fencing will be determined based on public feedback, protection of natural resources, potential for trespass, movement of wildlife, and other considerations as identified throughout project design. Fencing design information will be shared with the community for input at the planned milestone events.

The previous project correspondence stated above also included information for adjacent residents and property owners who would like to install a fence themselves as follows:

*Installation of a fence within the Significant Resource Overlay Zone (SROZ) is not allowed. However, most of the residential lots along the Boeckman Creek corridor are within the SROZ Impact Area, a 25-foot buffer that is beyond the SROZ. Fences within the SROZ Impact Area are allowed in consultation with the City. The Wilsonville Natural Resources Manager, Kerry Rappold, is available to consult with property owners and residents for construction of fences and other structures within the SROZ Impact Area to help ensure there is no encroachment into the SROZ and no permanent impacts to the resource area. Please contact Kerry by phone at (503) 570-1570 or by email at [rappold@ci.wilsonville.or.us](mailto:rappold@ci.wilsonville.or.us) to schedule a consultation.*

During construction, temporary fencing/barrier to delineate and protect the construction zone will be utilized. The type of temporary fencing to be installed will be determined as design progresses and shared with interested community members for input at the planned milestone events. The type of temporary fencing and barrier to be incorporated into the project construction will be based on a number of factors, including distance to residences, potential for trespass, type of construction activities, topography, vegetation, tree protection, as well as other considerations.

**Issue Number 3:** Questions after the June 16th response.

- When did the community agree to the design of the Boeckman Creek trail as a paved 12 foot wide road that MUST accommodate a traditional sized sewer maintenance service truck?

*Staff Response:*

The City is subject to regulations and constraints that must be complied with as part of the project, such as accessibility for persons with disabilities. The BCIT Neighborhood Open House Summary published on June 16, 2023 includes additional details on these types of compliance requirements as follows:

The access for sewer maintenance needs to be wide enough to accommodate the service vehicle and equipment necessary to clean and inspect the pipeline with additional space to allow a bicyclist or someone in a wheelchair enough room to pass. The service vehicle needed to clean a sewer pipe of the size to be installed along Boeckman Creek is called a vacuum excavator and is a large vehicle, 39 feet in length, 8.5 feet in width, and 13 feet in height. Additional access road width is needed on each side of the vehicle in order to safely maneuver along the route.

The Boeckman Creek Trail, as a regional trail, needs to accommodate walkers, runners, wheelchair users, dog walkers, bicyclists, recumbent bicyclists, children on bikes to name a few. The trail needs to accommodate many types of users and provide enough space so that interaction between user types is safe and comfortable. As the City continues to grow and additional trail connections are made, trail usage will increase over time making space accommodation a key design consideration.

The desired width for both the sewer access and regional trail is twelve feet. However, the trail width for the Boeckman Creek Trail is not established yet and will be dependent on collection and assessment of the pre-design survey work. The trail width may be reduced for short sections to help avoid or minimize impacts to sensitive areas, habitat, wildlife, and water quality. Based on this information, potential sewer and trail alignments and widths will be assessed and presented to the community for input.

- When did city staff explore all alternative options to sewer maintenance vehicle sizes, path surface types, and bike path locations and present them to the community of Wilsonville asking for their preference?

*Staff Response:*

Design of the project is just getting underway and discussion of design details such as those listed above will be forthcoming. As stated in the Response to Neighborhood Petitions Memo dated May, 26, 2023 and the BCIT Neighborhood Open House Summary published on June 16, 2023, community stakeholders and adjacent owners and residents are invited to speak with the project team, review proposed designs, and submit feedback through the public engagement events planned at each design milestone for the project. Three milestone events are planned over the next year at different stages of the project, including pre-design, preliminary design, and advance design. Each milestone event will include greater design detail as the project moves toward final design and will include trail location, amenities, and supporting infrastructure for public review and comment. Adjacent property owners and residents are encouraged to contact and work directly with the project team to address specific design concerns.

- When were community members on the east side of Wilsonville consulted to help identify ways to help minimize disruption and destruction of the Boeckman Creek corridor while also providing a south to north bike connection and recreational value?

*Staff Response:*

A Neighborhood Open House for the project was held on May 25, 2023 and a summary of questions and responses published on June 16, 2023 to begin this type of discussion with the community. Additional conversation and input with community members on these types of concerns will continue as design progresses as part of the three planned milestone events discussed previously. These events provide an opportunity to see how the project team is addressing community concerns and provide further input as design is refined over the next year, prior to construction work starting.