



PLANNING COMMISSION AGENDA

October 12, 2022 at 6:00 PM

Wilsonville City Hall & Remote Video Conferencing

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/87239032604>

TO PROVIDE PUBLIC TESTIMONY:

Individuals may submit a testimony card online:

<https://www.ci.wilsonville.or.us/PC-SpeakerCard>

or via email to Dan Pauly: Pauly@ci.wilsonville.or.us, 503-570-1536

by 2:00 PM on the date of the meeting noting the agenda item

for which testimony is being submitted in the subject line.

CALL TO ORDER - ROLL CALL [6:00 PM]

Olive Gallagher
Jennifer Willard
Kamran Mesbah
Ron Heberlein

Breanne Tusinski
Aaron Woods
Andrew Karr

PLEDGE OF ALLEGIANCE

CITIZEN INPUT

This is the time that citizens have the opportunity to address the Planning Commission regarding any item that is not already scheduled for a formal Public Hearing tonight. Therefore, if any member of the audience would like to speak about any Work Session item or any other matter of concern, please raise your hand so that we may hear from you now.

ADMINISTRATIVE MATTERS

1. Consideration of the September 14, 2022 Planning Commission minutes

PUBLIC HEARING [6:15 PM]

2. Wastewater Treatment Plant Master Plan (Nacrelli)(No staff presentation) - CANCELLED

WORK SESSION [6:20 PM]

3. Transit Master Plan (Lewis)(30 Minutes)

INFORMATIONAL [6:50 PM]

- [4.](#) Town Center Infrastructure Funding Plan (Rybold)(No staff presentation)
- [5.](#) City Council Action Minutes (September 8 & 19, 2022)(No staff presentation)
- [6.](#) 2022 PC Work Program (No staff presentation)

ADJOURN [7:00 PM]

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 Mandi Simmons, Administrative Assistant at 503-682-4960: 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.

Habr  interpretes disponibles para aqu llas personas que no hablan Ingl s, previo acuerdo. Comun quese al 503-682-4960.



PLANNING COMMISSION

WEDNESDAY, OCTOBER 12, 2022

ADMINISTRATIVE MATTERS

1. Consideration of the September 14, 2022 PC Meeting Minutes



PLANNING COMMISSION MEETING MINUTES

September 14, 2022 at 6:00 PM

City Hall Council Chambers & Remote Video Conferencing

CALL TO ORDER - ROLL CALL

A regular meeting of the Wilsonville Planning Commission was held at City Hall beginning at 6:00 p.m. on Wednesday, September 14, 2022. Chair Heberlein called the meeting to order at 6:00 p.m., followed by roll call. Those present:

Planning Commission: Ron Heberlein, Jennifer Willard, Aaron Woods, Andrew Karr, Breanne Tusinski, and Olive Gallagher. Kamran Mesbah arrived after Roll Call.

City Staff: Miranda Bateschell, Amanda Guile-Hinman, Daniel Pauly, Mike Nacrelli, and Mandi Simmons.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

CITIZEN'S INPUT

This is an opportunity for visitors to address the Planning Commission on items not on the agenda. There was none.

ADMINISTRATIVE MATTERS

1. Consideration of the July 13, 2022 and August 10, 2022 Planning Commission Minutes

This item was addressed after Informational items.

Commissioner Mesbah noted the following corrections to the July 13, 2022, minutes:

(Note: additional language shown in bold, italicized text)

- Page 2 of 10, second bullet, fourth sentence, "The Dewatering Performance Optimization project did **not** yet have a dollar amount..."
- Page 3 of 10, eight bullet, last sentence, "...assuming people would **not** be as wasteful as they were today?"

Commissioner Gallagher moved to approve the July 13, 2022, minutes as corrected. Commissioner Karr seconded the motion, which passed unanimously.

The August 10, 2022, Planning Commission Minutes were accepted as corrected.

WORK SESSION

2. Airport Good-Neighbor Policies (Bateschell)

Miranda Bateschell, Planning Director, reminded that the purpose of the project was that the City of Wilsonville has interest in airport resource, the French Prairie District south of the Willamette River, and potential growth that may happen at the airport and adjacent to it. In order for the City to have a voice at the table as an affected jurisdiction in any planning, or discussions around growth that may happen there, the City needed adopted policies to help provide City Staff and other leaders with guidance on how to give direction about Wilsonville's interests and position when at the table. The project involved developing those policies, but also aligning them with the role of the Comprehensive Plan. The project team was challenged in working with larger encompassing discussions with many community members and knowing how to dial the feedback from citizens into the City's role, particularly since the airport was not within the city; knowing how to align the policies with the role of the Comprehensive Plan, and that the policies being put in place were both relevant to the City's interests and concerns, but also written in a manner that aligned with the scope consistent with Wilsonville's role as a neighboring city and the role of the Comprehensive Plan. The draft policies presented to the Commission were developed as an Area of Special Concern in the Comprehensive Plan. After a lot of discussion with the Planning Commission, City Council and amongst the project team, they landed on maintaining it as an Area of Special Concern for a couple of reasons since that component of the Comprehensive Plan was to outline areas with special considerations when development occurred in that area. While there might be broader impacts in the city coming from activity at the airport or potential growth, the impact area might be different than the Area of Special Concern because the area map depicted the development area where the policies would guide the City's review and participation, which was why the policy objectives were presented as an Area of Special Concern as opposed to distributed across the Comprehensive Plan. The Commission's task was to advise on any missing components within the draft policies and whether the draft policy objectives captured the City's scope of influence and aligned with the Comprehensive Plan. The next step was a public hearing in November.

Chris Green, Senior Planner, HHPR, presented the Airport Good-Neighbor Policies via PowerPoint, highlighting interests, concerns, and feedback received while engaging the community, stakeholders Planning Commission and City Council. He also reviewed the draft policy objectives and the proposed boundary for the Area of Special Concern.

Discussion and feedback from the Planning Commission regarding these questions posed from the project team was as follows with responses to Commissioner questions as noted:

Are there any key policy objectives or special considerations missing?

Do the policy objectives reflect the City's scope of influence?

- How would the City enforce the Good-Neighbor Policies, seeing that the subject area was in the Comprehensive Plan but not in the city? How would the policies work in actuality?
 - **Mr. Green** explained that as an affected jurisdiction, the adopted policies would give the City something to point to as a starting point in regional conversations around issues and objectives that have been identified. The policies did not enforce things outside the city boundary.
 - **Ms. Bateschell** added that as part of the City's Urban Growth Management Area Plan agreement with the County many years ago, a shared area of interest was established, and that

boundary included the airport and this area of the county, which actually expanded beyond Area O, and anytime a development application came forth in that area, the City was required to be notified per that agreement. The City did have an opportunity to review development applications proposed adjacent to or in the surrounding area of the airport, whether it was airport-related or not. In reviewing the development proposals in Area O, the City would look to the policy objectives in that area to help guide Wilsonville's concerns and interests as a City and its standing in reviewing those applications. Reviewing for things like rural development, consistency with regional and state policies, how development should occur in EFU land, and provide public comment consistent with the Comprehensive Plan policies for things like adequate services. Staff had done that on a number of applications to date in the county. Having the adopted policies in the Comprehensive Plan gave the City a bit more standing when the comments were being reviewed by the deciding body and/or any appeals body. The City did not necessarily have control over that land, and could not control exactly what happened there, but it provided us with that the information in terms of how the City should review and comment, and how those comments might be treated.

- **Amanda Guile-Hinman, City Attorney**, confirmed the City would have comment with standing, legally speaking. Another component was that the State had agency coordination programs, which included the Oregon Department of Aviation. As an affected jurisdiction, requirements had to be met, not only in providing notice, but coordinating if there were conflicts the affected jurisdiction noted, which pointed to what the Comprehensive Plan stated. Right now, that was silent for Wilsonville, and so this was a way for the City to be clear about its objectives and where it might point to identify where there might be conflict.
- Would there be a special area of concern between the airport and the city boundary? What happened if growth was proposed, not as part of the airport, but as a peripheral to the airport, such as a convention center?
 - **Ms. Bateschell** believed that would be outside the scope of this project. The Airport Good-Nighbor Policies came about due to concerns about ensuring the City had a potential role in the airport master planning process and that Wilsonville was an affected jurisdiction, someone who's a part of that conversation. Any concerns about rural development in general would spark a conversation about illegal urbanization of rural land. At that point, multiple other enforcement layers would be at play, it may not be needed at the City necessarily, because it would be private development at an urbanized level that would not be allowed by the County or State. If other bodies were not enforcing it to the degree that Wilsonville had concern over, the City could address and discuss at a later point in time or under a different project: would the City want to have another area that addressed private development in French Prairie as a whole.
 - A high functioning airport like this begs for an adjacent convention center, which was big bucks and not far-fetched in terms of long-range, regional development. Dealing with development as it came was a good approach.
- Was this a document that would be shared with the airport commission and Marion County, or was this an internal document for the City to use in the event it was notified? It seemed that notification would be required to those impacted by any adopted policy.
 - **Ms. Bateschell** clarified this language would be adopted into the Comprehensive Plan. She was uncertain about legal notice requirements but will follow up with legal counsel and confirm whether the airport commission and Marion County would be on the notification list. If

providing public comment on a development or through the planning process, the City would likely share its position, which would be founded in the Comprehensive Plan.

- She clarified the City's position had not yet been formulated in the City's policies and Comprehensive Plan.
- Were flight patterns and safety part of the conversation? Were they an issue?
 - **Mr. Green** responded Cities were limited in what they could do directly. One objective was to coordinate with agencies that enforce some of the rules about noise and safety. The federal regulations have a Part 150 that federally addresses what could happen around airports in terms of noise. A type of study, done once in Oregon for PDX, was mentioned in the objective to the extent that it made sense for the City and Comprehensive Plan to discuss it. A lot of the regulation occurs at the federal and state levels.
 - Noise abatement studies were funded by federal grants through the FAA, so it would be a matter of convincing state, but likely federal government to fund that type of study. The grant cycles came up from time to time, so it would be a matter of advocating for that type of study to be done for the Aurora State Airport. The programs and criteria for awarding the funds changed with each cycle. The objective was written to be flexible about any potential funding opportunities, but not because money was currently available.
- **Ms. Bateschell** clarified this was the final draft document, which could change based on feedback from the Commission. The intent was to have a public hearing at the Commission's November meeting.
- The potential negative impacts to the development of industrial land in Wilsonville was not clear. What connection existed between potential development around the airport and that harming Wilsonville's development of industrial land? Were there companies that the airport would be poaching from the City's industrial land?
 - **Mr. Green** explained that within Wilsonville and Metro, the adopted industrial development standards require certain levels of infrastructure, zoning that has design standards, etc., and the project team was uncertain how that would necessarily play out in a hypothetical, industrial area next to the airport. As far as companies being poached, developing within an already urbanized area that was providing the necessary services versus something that was close to an airport but did not have that infrastructure in place could be a lower cost option, but then the cost would be in those impacts to the environment around it, including Wilsonville.
 - Development in Aurora, Butteville, or any other areas around Wilsonville would also be a concern, so it was not just an airport specific concern.
 - **Mr. Green** noted that being a city, Aurora already had municipal services and zoning specific to that type of development, but area around the airport was not municipality.
- With regard to the resiliency, how would an increase in runway length or any other practical change in the configuration of the airport, impact its function in emergency response?
 - **Mr. Green** replied it might not, but the idea was given its close access to Wilsonville, the emphasis was on providing those general aviation services versus becoming a different type of airport, essentially prioritizing different types of air traffic.
 - Was the assumption that the airport would become a regional or international airport? A longer runway would allow for a potentially larger airplane to land, which would aid in disaster response, not make it worse.

- **Mr. Green** responded the objective was not in response to a longer runway specifically, but anything that could come up in the airport planning process that would impact general airport operations.
- **Brad Kilby, HHPR**, clarified the project team was not putting this objective necessarily forward to stop them from building a longer runway, but trying to highlight considerations that Wilsonville would like the airport to consider in any discussions about how it continues to grow. This specific objective recognizes that the airport provides a benefit to the community, and probably the region at large, for having a runway that was available, though helicopter pads were probably more relevant currently. There was talk about reclassifying the Hillsboro Airport as a new type of airport due to its activity and size, but he did not foresee that at the Aurora Airport at any specific time in the near future given the high cost to bring in the urban services for water/sewer that would be needed before considering altering it. The objective just noted the City's concern and reason for the concern, not specifically to stop the airport from building a longer runway.
- **Chair Heberlein** stated he was struggling with finding a conceivable scenario that would result in a negative impact to emergency operations, and the extended runway was the most prominent example available. Even a change in designation would not impact the airport's ability to serve as a disaster relief airport, so why should that be put in the Comprehensive Plan as an actual concern?
 - **Mr. Green** said he did not believe it was meant to anticipate a specific change, as much as it was a benefit the City wanted to retain. It was probably not one where they could draw a direct line that extending the runway would be bad for emergency services, because it would not; but if something happened in the future, this at least, records the community's interest in having those things based there.
- **Chair Heberlein** replied, without a plausible scenario, how could the City have a concern?
- **Commissioner Karr** noted this Area of Special Concern extended beyond the airport. Any development in that area that impacts the airport's ability to deliver those emergency services was a concern to the City. The roadway and infrastructure were rural, so if development continues around the airport to a point where they were straining that infrastructure, making it less likely that the airport could provide those emergency services, that was the City's concern.
- **Chair Heberlein** suggested rewording of the draft language to reflect the concept that it was a concern more about the infrastructure around the airport than the airport itself.
 - **Ms. Bateschell** asked whether the rewriting should be to the final bullet on Page 2, which would be the issues or potential impacts, or Policy Objective 6, which was an interrelated policy objective that seemed to address the matter.
 - **Chair Heberlein** stated his concern was about the verbiage regarding the potential impacts in the preamble. He clarified he was okay with Policy Objective 6.
- **Commissioner Mesbah** noted that limiting the concern to development around the airport itself was too limiting. The objective was a heads-up that this airport was a resource for emergency delivery and that function must be maintained. It did not need to be a specific scenario. It was just one of the issues of interest to the City. While development around and clogging the roadways, etc. would be one scenario, if that was the only focus, other stuff might be missing. The whole idea was that this was open-ended, so whatever happened, this was one thing on the checklist to watch for and ensure it was covered. That seemed to be the intent of

the objective, not as an impediment for the airport to function as an airport and a resource, which would continue.

- **Chair Heberlein** stated if the City had specific concerns, they needed to be stated along with the potential impacts. If the City could not come up with a conceivable potential impact that made sense, then what were the merits of including the concerns?
- **Mr. Green** read the proposed change of the second sentence in the last bullet on Page 2 of Attachment 1 as follows: “Changes to the configuration of the Airport, type of operations housed there, or development-related impacts to surface transportation connections between Wilsonville and Area O, ~~would~~ **could** diminish the overall benefits provided by the Airport.”
- **Commissioner Willard** noted the language should state, “changes to the configuration of the ~~Airport~~ **Area of Concern**,” because it was not exclusive to the Airport.
 - **Mr. Green** agreed, adding it said surface transportation, but if there were other development related impacts to air navigation from that development, it would already be covered by FAA.
- **Commissioner Karr** questioned the need for the second sentence as the first addressed Commissioner Mesbah's point of making sure the City was protecting the integrity of the emergency services. There could be unexpected uncertainties, but did the Commission want to hamstring the City by putting in that second sentence?
- **Mr. Kilby** reminded the draft polices would be in the Comprehensive Plan. It was not a regulatory document, but a framework document that acts as a foundation that the City's regulations were built on. The intent of this whole process was to show both the impacts and benefits to the citizens of Wilsonville from activities at the airport. The document would help remind future City Staff and Commissioners about this discussion.
- **Commissioner Mesbah** noted that looking at the benefits of the airport, if he were the airport, he would approach the City about collaborating, which was why he liked the checkboxes.
- Objective 3 should be updated to reference, ~~FAR Part 150~~ **14 CFR Part 150**, because it was Title 14 of the Code of Federal Regulations Part 150, and other Part 150's were throughout the Code of Federal Regulations.
- Objective 4, if the airport was in Marion County, why would Clackamas County policies be referenced?
 - **Mr. Green** replied that would potentially be part of the area that would be impacted. The City would be looking to review the Area of Special Concern, but those impacts were related to the rural reserves that Clackamas County designated in between Wilsonville and the airport. He understood that was outside of Area of Concern O.
 - **Ms. Bateschell** clarified this was a technical reference to the rural reserves, which did not exist in Marion County. The reference reflected the City's desire to protect rural reserves, which were agreed upon by the region and Clackamas County. The policy could be made clearer to apply to EFU in Marion County and rural reserves in Clackamas County to capture both.
- Why would the Area of Special Concern be larger than the airport perimeter and the through the fence area? That was the area of development that would occur at the airport, anything else outside of that was something that could happen regardless of whether the airport was there. What was the likelihood of an airport-related development across the highway? And, if that was not likely, why include it within the Area of Special Concern?

- **Mr. Green** replied some probability or possibility of growth happening was anticipated if there was an expansion of the airport area, resulting in the development area potentially expanding outward as well.
 - He clarified these were not necessarily trying to anticipate specific events happening that would lead to development in those areas. It was saying development in the area around the airport, such as an industrial development located one parcel away from the through the fence, might occur due to its proximity to the airport.

Ms. Bateschell clarified the project team had a work session with the City Council on Monday to review the draft policies and get Council's input. The collective input received would refine what came before the Commission in November.

3. Wastewater Treatment Plant Master Plan (Nacrelli)

Mike Nacrelli, Senior Civil Engineer updated on the progress of the Wastewater Treatment Master Plan (WWTP) process via PowerPoint noting the growth projections presented to the Commission in July were based on lower growth projections from Metro. Following discussions with the Planning Commission and internal with management, the project team [we] went back and looked at the higher growth curve, which was just under 3 percent annually, and reran the numbers for the modeling of the flows and loads at the plant, as well as the impact on plant capacity and the capital investment required to handle that level of growth, which resulted in substantial changes. (Slide 3) An updated project phasing schedule and cost estimates were created for the projects and all the other portions of the Master Plan document impacted by these changes were being updated as well. An online public open house would begin September 28th for any members of the general public who wanted to provide input.

Dave Price, Carollo Engineers, continued the PowerPoint presentation on the WWTP Master Plan process, reviewing the updates made to the Facility Capacity Assessment and Unit Process Capacity Summary, given the higher growth projections from Metro; the Alternatives Evaluation and Recommended Plan for the required improvement projects, including new capacity upgrades, as well as the now more accelerated Project Phasing Schedule. With the higher growth scenario, the Project Costs had increased to more than three times the approximately \$31 million reported in July. The Draft Cash Flow chart provided a visual representation of the Project Costs along the timeline. (Slide 10)

Discussion and feedback from the Planning Commission was as follows with responses to Commissioner questions as noted:

- Looking at the Draft Cash Flow, the membrane bioreactor (MBR) was the biggest outlay of cash in years. Was the City doing any pro-planning of the funds that would be needed for that?
 - **Mr. Nacrelli** replied that upon completion of this plan and part of next steps, the City planned to do a rate and SDC study within this current budget year to look at the details of how to fund the improvements through a combination of rate adjustments and SDCs, and maybe other mechanisms available.
- Assuming some monies were already in reserve, at what point would the rate and SDC changes need to happen for the monies to be there for the 2028, 2029, 2030 MBR expenditures?

- **Mr. Nacrelli** replied the timing was one of the question the study would have to be able to answer. He suspected rate and SDC increases would be phased in over time, but that would have to be fleshed out in that study, accommodating the growth expected and how those rates would have to be adjusted as growth occurs in order to provide the necessary funding. Once the study and public involvement process were completed, and the fee increases adopted, the new rates would probably have to start right away to make those adjustments.
- How would rate changes for future expansion be explained to existing customers?
 - **Mr. Nacrelli** stated that was ultimately a Council decision. He agreed the majority of the investment was driven by capacity needs; however, some components involved replacing old equipment, so it was not entirely growth driven. He anticipated the impact on SDCs would be far greater than the impact on rates.
- **Mr. Nacrelli** confirmed the improvements would be triggered by threshold population growth; as growth reached a certain place, a new unit gets triggered which provides some flexibility, so the project costs/schedule were not cast in concrete
- Regarding the cost of growth, this was an interesting exercise because in simulating a doubling of the size and the cost tripled, which slows growth because some of the growth occurs because it was competitive price wise. People come to Wilsonville because it was cheaper than Tualatin, for example, and the city has a growth spurt. Growth slows as costs catch up. The schedule was not cast in concrete, growth triggers the decisions for these units to come in.
 - **Mr. Nacrelli** displayed the Capital Planning and Expected Growth – 2045, explaining the numbers in the table on the left were for the orange curve, but the numbers presented in the PowerPoint were based on the purple curve, which was the same growth rate Mr. Price mentioned was used in the 2014 Collection System Master Plan, as well as the Water Treatment Plant Master Plan, and possibly several other planning documents. (Slide 14)
- **Commissioner Mesbah** noted in a previous life, he would be reviewing the Master Plan. A community's Comprehensive Plan was a wish that did not necessarily come true. A cost-effective analysis was needed of some of this projection, growth, and units, especially since by taking this population growth curve, the City had managed to say the only option was the MBR treatment, which was a more expensive treatment, which he understood was to meet higher water quality standards. It was taking away a lot of choices that the City may do well to consider. Maybe the City decides it does not want to double in size—ever—to avoid dealing with higher water quality impacts on city water. These were necessary to explain to rate payers in a comprehensive and understandable way why the City was planning what it was planning. Questions like, “Am I paying for someone else’s growth?” were divisive and not helpful to a sense of community. This was a community service, and it should be approached as a benefit for all and the environment that was receiving the City’s treated waste.
- In terms of the current analysis for flow rates and the details in some of the earlier slides, what baseline population numbers were used as the starting point, 2021 or 2015?
 - **Mr. Price** explained typically 5 to 6 years' worth of data were used, adding this could be considered a 2021 number. When looking at existing data, they often analyzed the flow meter and data being collected from operators at the plant, then they projected out using unit factors and numbers that were conservative to a certain extent, making sure it provided for some flexibility in terms of how the facility was being planned. If the numbers being used were too conservative, and growth did not occur as that particular projection envisioned, then the Plan needed to adjust to that.

- The projected flows made sense, but did the City really expect to be at that 2045 population level to drive all the necessary infrastructure requirements that had been defined. (Slide 14) In July, the projection seemed low and now, was it too high? Was there a middle ground that was a more realistic growth scenario or, if that were to come to pass, would the system's design be done differently from a planning perspective if 45,000 people were expected rather than 52,000.
 - **Mr. Price** responded not necessarily, given the space available at the existing treatment plant site. The City would likely wind up with the same recommendation.
 - **Mr. Nacrelli** noted it might push the timeline further into the future, but to serve the ultimate build out, whether that happened in 2045 or later, there was no more space to do something different.
 - **Mr. Price** agreed, adding they had looked at other options to provide capacity and other processes to intensify secondary treatment, and the conclusion was that the MBR was the direction the City should go no matter the timeline. This was a plan the team believed would provide a very robust facility that the City could feel confident would meet its requirements on the water quality side, while also being flexible to the degree to which it could be made flexible; some additional variations could be added should different criteria or scenarios apply over the next 23 years. At this time, the July and this current proposal bracketed the range of options.
 - **Mr. Nacrelli** stated the Rate and SDC Study would certainly look at how the funding would be impacted by changes in growth. If growth slowed way down for some reason and the projected flows were not achieved, then the City would likely push some of these projects out. To serve the ultimate population within the UGB around Wilsonville with the limited existing site, what would be built would not change, just possibly when things were built.
 - **Mr. Price** noted none of the scenarios accounted for any significant changes on the regulatory side. There were processes in place, underway, or pending to potentially look at other pollutants that might be regulated. This particular plan provided a very firm basis upon which to build, which was why the aeration basin was proposed first as opposed to going right to the membranes. Having that additional volume and capacity in the plant would provide flexibility for the City in the future in being able to address potential future regulatory concerns.
 - He noted that when the membrane facility was in place, the filters and the two secondary clarifiers that are not demolished would effectively become redundant facilities because the MBR would produce F1. It would not be necessary to run that through clarifiers and filters because of the process of the liquid separation that occurs with the membrane.
 - The membrane facility was chosen due to the site constraints at the treatment plant, but when the facilities are in place, some space would be freed up providing the City with some flexibility in the future should additional regulatory issues arise in addition to the growth.
- **Commissioner Mesbah** said he wanted to clarify his earlier comments. The proposed plan was based on population that was currently baked into the City's plans and would eventually happen, so the projects would be necessary. As long as this plan was based on need and the projects were pushed out if the population growth did not happen, it was a sound plan. The City still needed to explain it very clearly, so it did not create an impression that this was cost for newcomers versus cost for what was not done before, etc. He was unsure whether the fiscal impacts of growth were looked at ahead of planning. Since it was a separate process, it did not get considered when the City adopted new areas to grow into. He suggested doing this kind of thinking before adding areas would be helpful in the overall process.

- **Commissioner Karr** believed the original concern with following the orange line was the fact that the Commission knew of future developments that were going to exceed the orange line. If those developments come to fruition, the orange line was not usable, and that becomes the problem of, "It's an essential service and it has to be in place". Even though there was a timeline, it sounded like the project list would not change, only the timing of the project list and representative costs. He proposed amending the chart on Page 3 to state, "**potential** timeframe based on expected growth" to provide a clearer picture. Since the expenditures for these projects depended upon seeing the anticipated growth, the timeframe should be a little more 'squishy'. (Slide 9)
 - **Mr. Nacrelli** confirmed that whether build out was reached around 2045 or 10 years later, the facilities would still be needed, but perhaps not as soon. (Slide 9)
 - **Chair Heberlein** suggested adding "estimated timeframe" as well as "estimated costs" to clarify there was no hard date.
 - **Mr. Nacrelli** stated that even with the orange population curve, the aeration basin would be done fairly soon.
 - He clarified the first few projects before the aeration basin were not substantial and that the funding for those first few was available, adding the projects were not necessarily even growth projects. (Slide 9)
- The new aeration basin was more growth driven than current population, replace secondary clarifier mechanisms was maintenance, but all the "new" projects were growth-driven. The majority of the estimated cost was growth related and if the timeline was not certain, it would be better to state an estimated timeframe instead of a timeframe which leads people to think a project was certain to happen at that point.
 - **Mr. Nacrelli** agreed that could be presented better and they would make it clear in the document.
- Rather than 'squishy' the project team was encouraged to use 'commensurate to population threshold numbers' and hopefully, the team could show at least a range population levels that would trigger an action, so that it gave some guidance to decision makers.
 - **Mr. Price** agreed including an assumed population column would be helpful.
 - **Mr. Nacrelli** reminded there was a significant element of industrial use in the projections, so population could be a guide, but it was not 100 percent.
- **Commissioner Gallagher** said she fully supported taking care of infrastructure, but she reacted to the projection of growth. Did the City really plan on doubling the population of Wilsonville? Is that what was wanted? Was that what this was all about or was that what the City was concerned about?
 - **Mr. Nacrelli** displayed the City Land use Designations Map, noting most of the service area was mostly already within the city limits. If the available land developed as planned, the projects in the Master Plan was what would be needed, unless there were Zoning or Comprehensive Plan changes.
- The Commissioners discussed where 50,000 people would come from, noting Frog Pond would be 6,000 people. If the study area was based on this Land Use Map boundary, then the population estimates should be based on that boundary as well. Either the boundary or the population estimate was off, as well as what the density would permit.
 - **Mr. Nacrelli** clarified these numbers were consistent with the planning done for the sewer system, as well as the water treatment plant currently under expansion. The numbers were not really a departure from other projections the City had been using to plan for infrastructure.

- As long as it was timebound, or population or use based, then it was okay. This was the plan for infrastructure when Wilsonville needed it, regardless of what the boundary said.
- If the team low balled it and blew the water quality standards because the City was now discharging raw sewer or polluted wastewater, it would penalize the City, and potentially put a total stop to any new growth, etc. until it was addressed. The City did not want to be in that position, which was why planning was done ahead of time.

The Planning Commission took a brief recess, reconvening at 7:48 pm

4. Frog Pond East and South Master Plan (Pauly)

Dan Pauly, Planning Manager, stated this was the Commission's eighth work session on the Frog Pond East and South Master Plan. He introduced the project team and began the PowerPoint presentation, noting tonight's discussion would be around infrastructure, continued discussion on Housing Variety Policy, next steps, and what the finish line looked like at this point.

- He explained the preliminary work done during the 2015 Frog Pond Area Plan provided a foundation for the list of needed infrastructure projects as well as the cost estimates to develop a program for funding them.
- A sensitivity test for a hypothetical higher residential unit count was included in the water and sewer memorandum, and not in the current draft of the transportation memo. During the State administrative rule making for implementation of House Bill 2001, a variety of options was provided that jurisdictions could take, one of which was to plan for 20 units per net acre. How much more expensive would infrastructure be if 20 units per acre were planned versus what the City anticipated would be built during the initial buildout.

Jenna Bogert, Transportation Engineer Consultant, DKS Associates, continued the PowerPoint, highlighting the transportation analysis process and the housing unit and job counts used in the traffic model to identify failing intersections and needed improvements, including for bike and pedestrian facilities. She noted the traffic operations, identified deficiencies, and proposed improvements within the subject area, and described four main intersection improvements, which included roundabouts. (Slide 7) She reviewed the pros and cons of single lane roundabouts, as well as proposed pedestrian and bicycle treatments to address gaps and deficiencies, and the proposed street cross sections on Stafford and Advance Rds.

- **Mr. Pauly** noted the Stafford Rd/65th Avenue intersection was a high-priority project for the County to fix. The team's scenario assumed that those improvements were built within the 2040 baseline being considered. (Slide 6)
- **Ms. Bogert** added City Staff had been informing the County of the changes and plans for the Frog Pond Area throughout the master planning process.

Commissioner comments regarding the transportation infrastructure was as follows with responses to questions by the project team as noted:

- With the Advance Road and 60th roundabout so close to the school and park, what advanced safety precautions beyond the crosswalks would be taken because school children would be crossing there?
 - **Mr. Pauly** replied the project team talked directly with the School District this week on how to plan it. The District likes the roundabout for bus and traffic circulation, having buses go out that

way rather than being queued at a stop-controlled intersection. It could certainly be a place where extra flashers were installed, spaced out to increase visibility. He believed such improvements were on the designer's radar.

- The crosswalks on Roundabouts 1, 3, and 6 seemed pretty close to the turning portions of the roundabout and concern was expressed about the potential for an accident.
 - **Ms. Bogert** explained typically crosswalks were placed far enough back from the circulating traffic such that a vehicle could be completely out of the roundabout and on the road that they were traveling on without being in the crosswalk. The crosswalk was usually about a car's length or more away from the actual circulating lane of the roundabout, so that drivers feel comfortable stopping for a pedestrian without feeling they would get rear-ended by someone else in the circulating part of the roundabout. Design standards exist for the distances where the crosswalks are placed with safety in mind.
- As shown, the crosswalks looked very close to the roundabout. It was important to make sure cars coming out of the roundabout have enough time and space to stop for pedestrians and also for vehicles behind a car that has stopped for pedestrians to also come to a stop safely.
 - **Ms. Bogert** clarified the concept figures shown were not to scale but were very much concept icons and not great indications of what would necessarily be seen. (Slide 9)
 - She confirmed the roundabout design would be similar to the Boeckman/Kinsman roundabout from a crosswalk perspective with a 1 to 2 car gap after exiting the roundabout and before the crosswalk, which was a standard design.
- Roundabouts were a good traffic calming feature for the higher urban speeds when entering a neighborhood. The roundabout at the far west side of town on Wilsonville Rd could help slow people down who come flying in from that country road.
- What was the difference between Table 4 and Table 5? The volume through the Stafford/Kahle Rd roundabout increased after improvements were made. (Pages 15 and 17, Traffic Analysis)
 - **Ms. Bogert** clarified the volume differences between those two sets were because of the turn restrictions at Frog Pond Lane, which prevented traffic from turning left or going across. The volumes at Brisband and Kahle increased because that traffic had to be rerouted. It was assumed most of that traffic would go north to Kahle or with some down to Brisband.
 - She confirmed vehicles wanting to turn left on Frog Pond Lane were anticipated to go north on Kahle using the local streets and continue north from there.
 - Traffic was expected to come south as people came in from the country. A lot of the growth was in the south bound direction on Stafford Rd.
- The roundabouts were a great entry feature, however, the roundabout at Advance Rd and 60th Ave was not an interface between the rural and urban, because two to three intersections were east of that. What would be done from a traffic calming perspective to address the high speeds on those streets before people get to that roundabout?
 - **Mr. Pauly** replied there would be a median and lane markings, potentially on street parking, so some of those urban things would start to signal a more urban environment; however, there would not be any pedestrian/bicycle conflicts yet. He confirmed there were no crossings on Advanced Rd east of 60th Ave, noting a bicycle and pedestrian crossing would be a consideration at that safe intersection at 60th Ave in the future since there was no real traffic slowing elements before that.

- From a report perspective, it was confusing to have Figures 1 and 2 before Figures 4 and 5. Reordering the report to have Figures 4 and 5 first showing the analysis based on this situation, and then the figures afterward seemed to make more sense.
 - **Ms. Bogert** explained she usually placed the figures at the front because she assumed most people would not read past the first few pages.

Mike Carr, Principal Engineer, Murraysmith, introduced his professional background and presented the proposed water and wastewater systems for East and South Frog Pond via PowerPoint, reviewing the scope of each system analysis, previous studies that provided context and set the criteria for the proposed infrastructure improvements, which he highlighted. The improvements included water distribution and storage projects and wastewater projects within the Master Plan area, as well as offsite wastewater Capital Improvement Program (CIP) projects for conveyance to the Wastewater Treatment Plant. Stormwater projects would be presented at a future date

Commissioner comments regarding the water and wastewater infrastructure was as follows with responses to Commissioner questions by the project team as noted:

- Of the four lift stations proposed, why was Station 4 the only one with an alternate lift station.
 - **Mr. Carr** explained in working through the plan with City Staff, discussion included about phasing and how the projects would get implemented. The entire Frog Pond South Area would drain south, and it all needed to be pumped. Station 4 and its associated force main and gravity sewers need to be built at the very beginning, before almost any development in Frog Pond South. The first choice for the primary station location would be at the very south end of 60th Ave, but it was not clear that development would occur down there to start with due to extensive costs to bring infrastructure there. Typically, these things happen incrementally. Elevation wise, another location was on the school property. This plan gives planners, designers, and developers opportunities to have other discussions, and those were not the only two locations.
 - **Mr. Pauly** added the entire drainage basin to the north was currently under one ownership, so there was no question that when that developer brings in that chunk of land, they could put in that lift station. In Frog Pond South, the parcels were much smaller for the most part, so if some smaller parcels to the north wanted to develop sooner, then some alternatives were needed if the property to the south was a long-term holdout because there was nowhere else for the sewer to go.
- **Mr. Pauly** confirmed the City was coordinating to combine as many infrastructure projects as possible from the Frog Pond improvements, Boeckman Dip project, Boeckman Rd sewer improvements and the school.
- **Mr. Carr** agreed 8-inch water lines could be installed to match the existing lines at Canyon Creek and the Wilsonville Rd neighborhoods, but the City engineer concluded 12-inch lines would provide robust continuity and the cost was almost the same as installing an 8-inch line.

Mr. Pauly continued the PowerPoint addressing questions related to Housing Variety from the last work session about the high income need and ADU costs, all of which was included in the Staff report. The high costs of ADUs reiterated the challenge of market rate affordable home ownership. He then highlighted next steps, noting the upcoming October 12th work session and November public hearing. Certain items, such as infrastructure financing and the details of the Development Code, would be addressed going into 2023. He reviewed what remained to be addressed in the Master Plan by the

Planning Commission in 2022, noting not a lot of discussion or controversy was anticipated because the items were based on prior work or prior precedent. (Slide 23)

- He asked how comfortable the Commission was with where the project was at and its ability to review the entire Master Plan given Metro's December deadline. Feedback was requested about holding a special work session probably in late October or in the next month or so to work through the details and get to a comfort level where the Commission was ready to have a public hearing.
- He explained that Metro's deadline was written as a condition of approval to the ordinance explaining the UGB; however, he was unclear about any enforcement actions. There was also the thought that Metro might be okay with it, but could other organizations sue Metro and the City for not following it. A public hearing to make a Council recommendation would be needed in November for Council to take action by the December deadline.

Following a brief discussion on the time needed to review the remaining Master Plan items and available dates, the Commission consented to hold an additional 3-hour, special work session on October 19th.

INFORMATIONAL

5. City Council Action Minutes (August 1 & 15, 2022) (No staff presentation)
6. 2022 PC Work Program (No staff presentation)

Miranda Bateschell, Planning Director, highlighted upcoming items, including the agenda items for the October 12th meeting, which included a public hearing on the WWTP Master Plan.

The Commission returned to the consideration of the July 13, 2022, meeting minutes at this time.

ADJOURNMENT

Commissioner Willard moved to adjourn the regular meeting of the Wilsonville Planning Commission at 9:09 p.m. Commissioner Gallagher seconded the motion, which passed unanimously.

Respectfully submitted,

By Paula Pinyerd of ABC Transcription Services, LLC. for
Mandi Simmons, Planning Administrative Assistant



PLANNING COMMISSION

WEDNESDAY, OCTOBER 12, 2022

PUBLIC HEARING

2. Wastewater Treatment Plant Master Plan (Nacrelli) *(No staff presentation)* - CANCELLED



MEMO
Engineering Division

DATE: October 5, 2022

TO: Planning Commission

FROM: Mike Nacrelli, PE
Senior Civil Engineer

RE: *Cancellation of October 12, 2022 Public Hearing for the Wastewater Treatment Plant Master Plan*

The Wastewater Treatment Plant (WWTP) Master Plan has used a study area boundary consistent with recently completed master planning documents, including the 2012 Water System Master Plan, the 2014 Wastewater Collection System Master Plan, and the 2017 Water Treatment Plant Master Plan. However, the 2018 Basalt Creek Concept Plan has altered the future service area that will send flows to the WWTP, requiring further analysis of the projected wastewater flows and loads and the planned capital improvements to provide the needed treatment capacity. In order to allow adequate time to complete this additional analysis, I request that the public hearing for the WWTP Master Plan currently scheduled with the Planning Commission for October 12, 2022 be cancelled and rescheduled for February 8, 2023.

Respectfully,

A handwritten signature in black ink that reads "Michael Nacrelli".

Project Manager



PLANNING COMMISSION
WEDNESDAY, OCTOBER 12, 2022

WORK SESSION

3. Transit Master Plan (Lewis) (30 minutes)



**PLANNING COMMISSION
STAFF REPORT**

Meeting Date: October 12, 2022		Subject: Transit Master Plan- Community Engagement Summary	
		Staff Member: Kelsey Lewis, Grants & Programs Manager	
		Department: SMART	
Action Required		Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: N/A	
Staff Recommendation: Review the public engagement summary for the Transit Master Plan Update.			
Recommended Language for Motion: N/A			
Project / Issue Relates To:			
<input type="checkbox"/> Council Goals/Priorities:	<input checked="" type="checkbox"/> Adopted Master Plan(s): Transit Master Plan	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE PLANNING COMMISSION:

Staff and consultants will present the results of the public engagement conducted for the Transit Master Plan update.

EXECUTIVE SUMMARY:

In Spring 2022, the City began updating the 2017 Transit Master Plan to address changing conditions and engage with the community to consider transit service enhancements and new projects.

In July, August, and September of 2022, staff and consultants conducted community outreach in the form of tabling events, a community survey, and a stakeholder workshop. A report summarizing the results of this outreach is included below with presentation to the Commission.

EXPECTED RESULTS:

Presentation of the engagement conducted this summer for the Transit Master Plan.

TIMELINE:

This is the second presentation of the Transit Master Plan Update to the Planning Commission. Staff introduced this project in August 2022 and tentatively plans to return for two meetings in the spring of 2023 for the adoption of the plan.

CURRENT YEAR BUDGET IMPACTS:

The development of this 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.

COMMUNITY INVOLVEMENT PROCESS:

To ensure that the final document represents the diverse interests of the Wilsonville community, this Transit Master Plan process is intended to have an extensive and inclusive public engagement process. Outreach efforts are tailored to reach people in practical and convenient ways to reflect the perspectives of a wide spectrum of current and potential system users, the business community, and residents.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

When implemented, the new plan is expected to improve efficiencies, increase travel independence, and to reduce traffic congestion by providing travelers an alternative to travel in single-occupancy vehicles. A successful outreach strategy is a large part of a successful master plan.

ALTERNATIVES:

N/A

ATTACHMENTS:

1. Engagement Summary Report
2. Powerpoint Presentation (dated October 12, 2022)

SMART Transit Master Plan

Public Engagement Summary

Fall 2022

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Introduction

In Spring 2022, South Metro Area Regional Transit (SMART) formally began updating the 2017 Transit Master Plan (TMP). The TMP is a broad look ahead to the type of transit system and supportive transportation options required to meet Wilsonville's mobility needs.

From the outset, SMART directed a process to involve a diverse and broad spectrum of existing and potential transit users, including historically under-served communities, seniors, people with disabilities and others who live in Wilsonville and travel to population centers for appointments, shopping, or to visit family and friends.

Outreach Overview

The first round of public engagement began in Summer 2022 with the launch of tabling events throughout the City of Wilsonville. SMART staff attended eight tabling events and collected feedback using a dot exercise on maps. The 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. Finally, project staff hosted a Stakeholder Workshop on September 20, 2022 to walk participants through the potential trade-offs being considered in the TMP. A total of 18 participants attended the workshop held at the Wilsonville Library from 4:00 pm to 7:00 pm

Outreach Approach

As the project team worked to plan and execute the first phase of outreach for the TMP, the approach taken by the project included:

- Consistent, reliable, accessible information with identified SMART contact person
- Sharing information on the Let's Talk Wilsonville website
- Final Public Involvement Plan
- Representative stakeholders individually contacted for intentional participation
- Special consideration to senior facilities, apartment complexes, schools, lower income residents & workers, and people who speak predominantly Spanish to reach under-represented groups
- Email blasts to Interested Parties List to keep them informed on project updates
- Updates to the Planning Commission and Wilsonville City Council

Outreach Methods

Beginning in Summer 2022, staff used a series of tools and methods to involve the community in the planning process of the TMP.

Project Website Development

An inviting and accessible website page on the Let's Talk Wilsonville website was provided for the SMART TMP update giving community members a one-stop location to learn about the project, see upcoming events, participate in the project survey, and sign up for the project mailing list. The project page was provided and updated in English and Spanish.

Community Survey

An informative and brief survey posed questions on the key tradeoffs for SMART to consider in service alternatives development including:

- What do you think are the highest priorities for adding new service?
- What places inside Wilsonville do you think are most important to serve?
- What should SMART prioritize when adding new transit service over the next five years?
- Which are the most important places you think people should be able to reach by transit?

Launched on August 12, 2022, the survey received over 200 responses, with 25 respondents in Spanish.

Operator Survey

A brief open-ended survey was offered to SMART operators to ask them what they are hearing from riders about transit service or if there are any issues or observations, they have that could help the community. A total of seven operators took the survey.

In-person tabling events

SMART staff attended eight in-person events to share information about the TMP and held a dot map activity that asked community members to decide where they think it is important for SMART to go at a regional level and at a local level. The eight events staff attended include:

- Wilsonville Farmers Market on Thursday July 14, 2022, from 3:30 to 8 pm
- Rotary Concert in the Park event on Thursday July 21, from 3:30 to 7 pm
- Wilsonville Farmers Market on Thursday August 4, from 3:30 to 8 pm
- Rotary Concert in the Park event Thursday August 11, from 4 to 7 pm
- Heart of the City's Gear Up 4 School on August 13, from 9 a.m. to 12 pm
- West Linn Wilsonville School District Family Empowerment Open House on August 17, from 4:30 pm to 6 pm
- City of Wilsonville's Community Block Party on August 25, 2022 from 3:30 pm to 8:30 pm
- Bridging Cultures event on Saturday August 27, from 11:30 a.m. to 1:30 pm

The dot map activity ended with a total of 32 participants and 99 total dots.

Stakeholder workshop

On September 20, 2022, SMART staff held an invitation-only 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 pm to 7:00 pm at the Wilsonville Library.

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
- Question & answer time and discussions



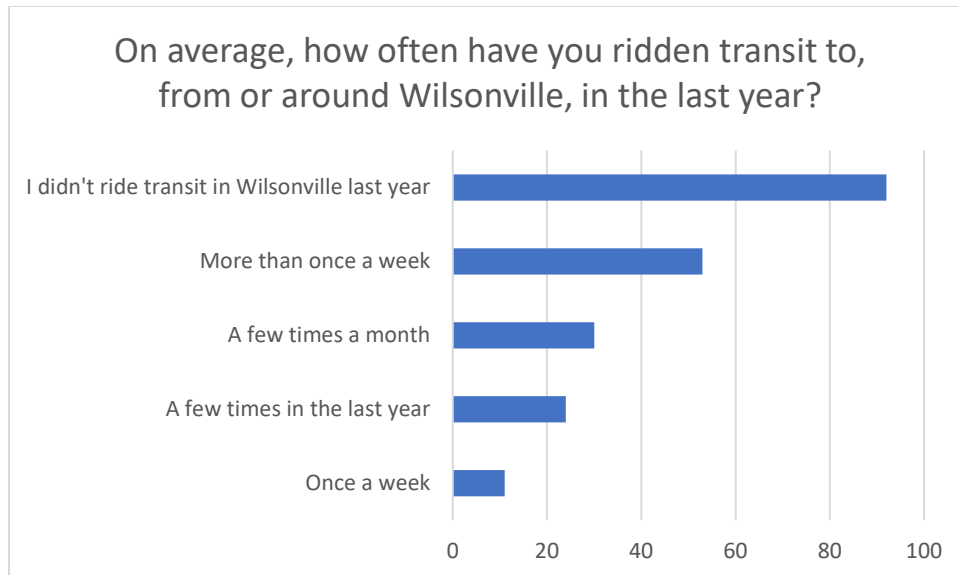
Staff invited around 150 participants by email or phone calls and a total of 18 participants attended the stakeholder workshop.

Summary of Community Input

Community Survey summary

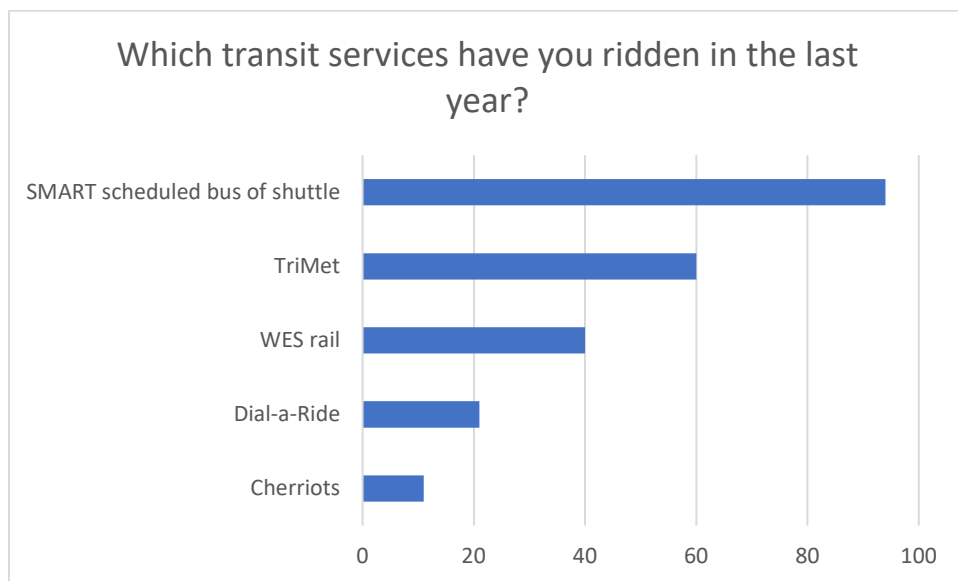
On average, how often have you ridden SMART in the last year?

Of the 210 respondents, about half said they didn't ride transit in Wilsonville in the past year. Of the people who rode transit, the majority said they rode more than once a week



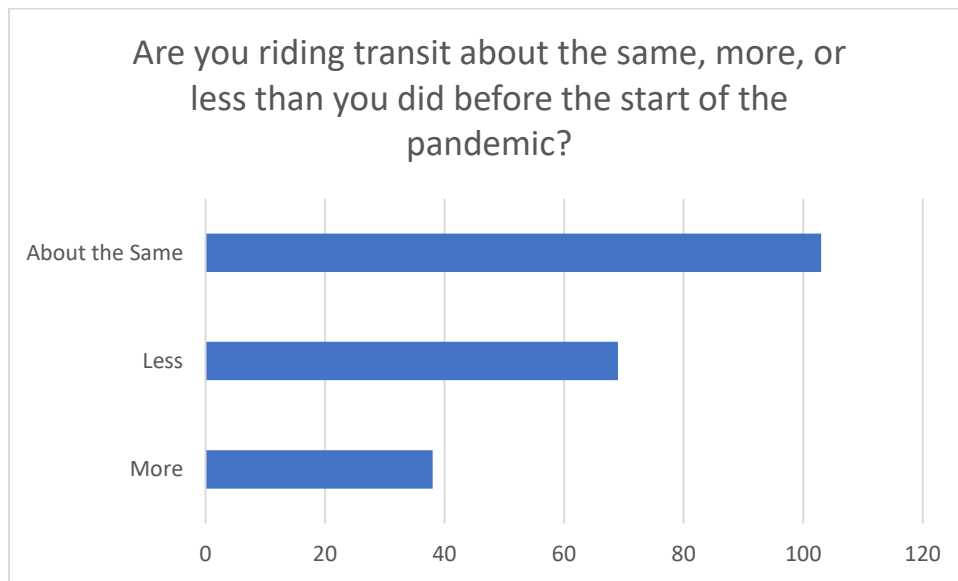
Which SMART services have you ridden in the last year?

This question was dependent on if respondents answered that they rode transit more than once a week, once a week, or a few times a month to the previous question. Respondents could choose multiple answers. Of the 226 answers, SMART buses or shuttles were the most selected.



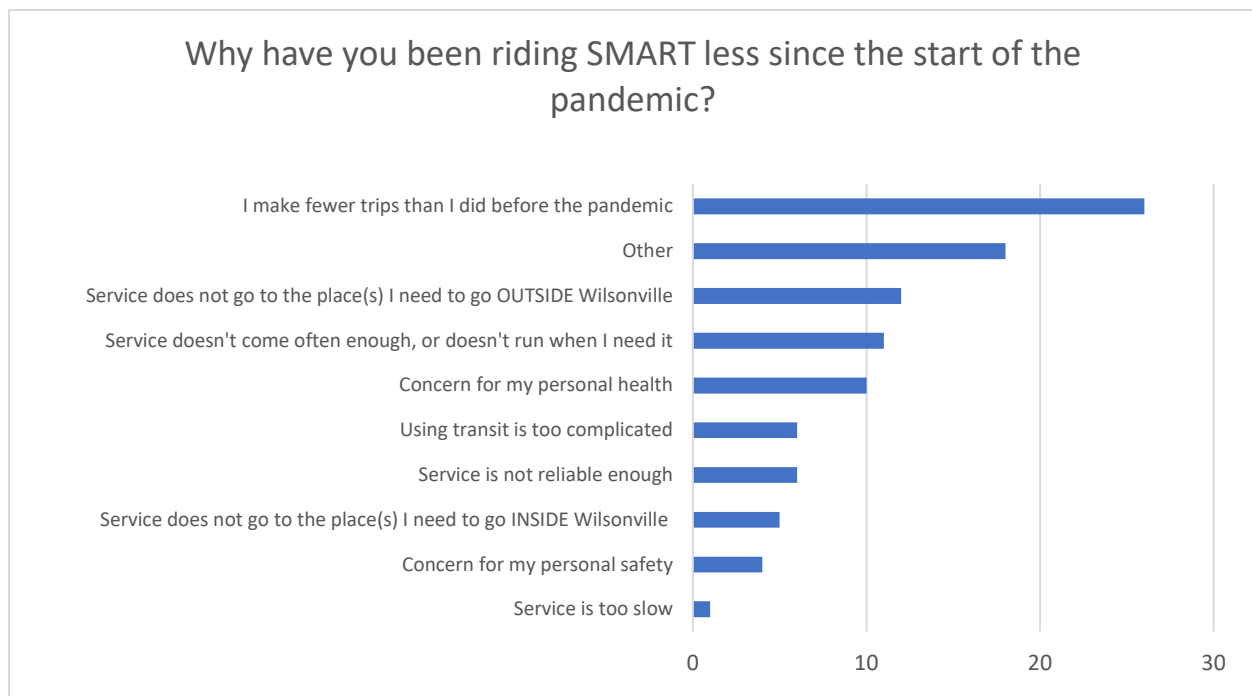
Are you riding about the same, more, or less than you did before the start of the pandemic?

Of the 210 respondents, most didn't change their riding habits since the start of the pandemic.



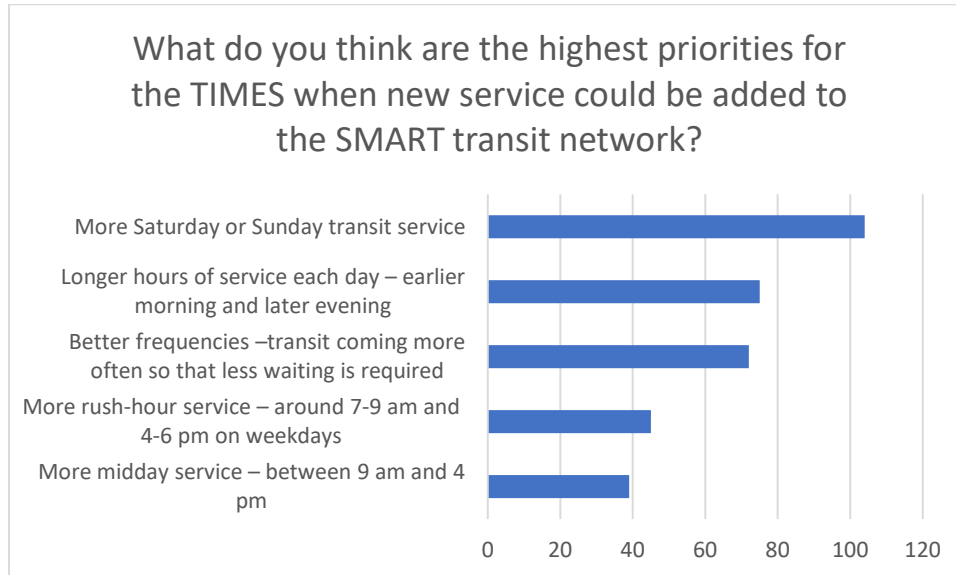
Why have you been riding SMART less since the start of the pandemic?

This question was dependent on if respondents answered that they rode transit less than before the pandemic in the previous question. Respondents could pick as many options as needed. Of the 99 answers chosen, most people who are riding transit less since the pandemic said it was because they take fewer trips overall.



What do you think are the highest priorities for the TIMES when new service could be added to the SMART transit network?

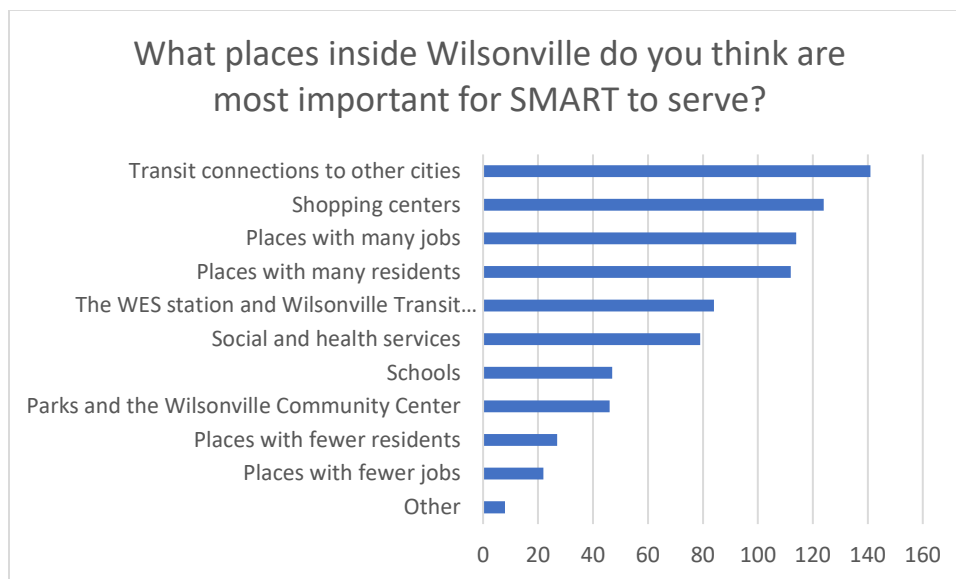
Respondents were instructed to pick up to two answers. There were 335 answers and 104 of them indicated more Saturday or Sunday transit service.



People who indicated that they ride SMART, Black, Indigenous, and People of Color (BIPOC), and people with low incomes all had similar opinions to all respondents.

What places inside Wilsonville do you think are most important for SMART to service?

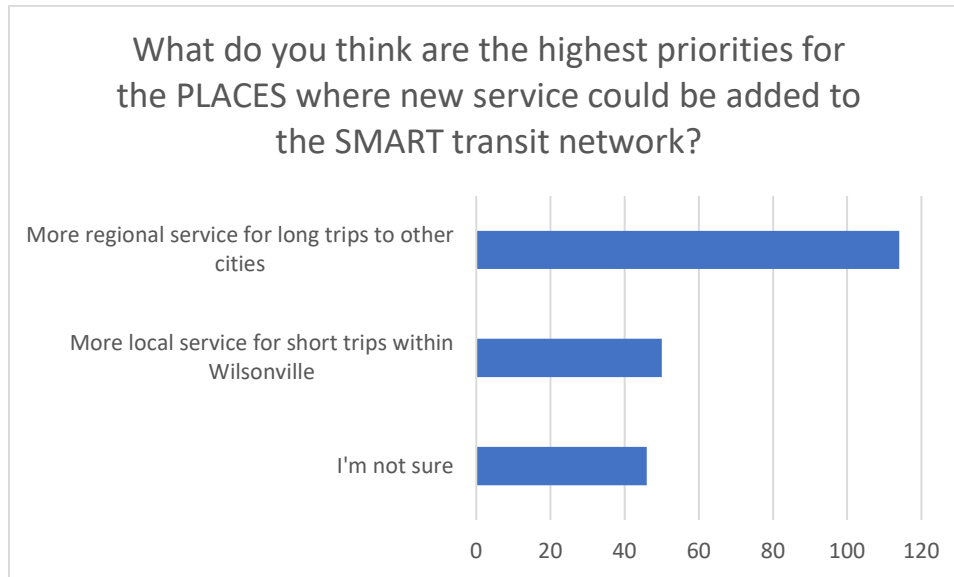
Respondents were instructed to pick up to four answers. There were 804 total answers chosen with connections to other cities being the most popular.



People who indicated that they ride SMART, BIPOC, and people with low incomes all had similar opinions to all respondents.

What do you think are the highest priorities for the **PLACES** where new service could be added to the SMART transit network?

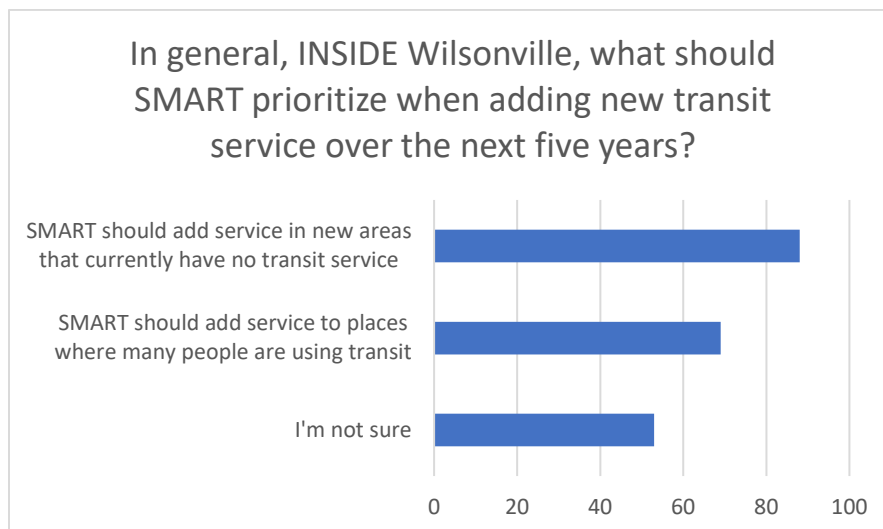
Of the 210 respondents, most people chose 'regional service for long trips to other cities' as the highest priority.



Among people who indicated that they ride SMART BIPOC people, and people with low incomes, the balance of responses to this question was similar to that of all respondents.

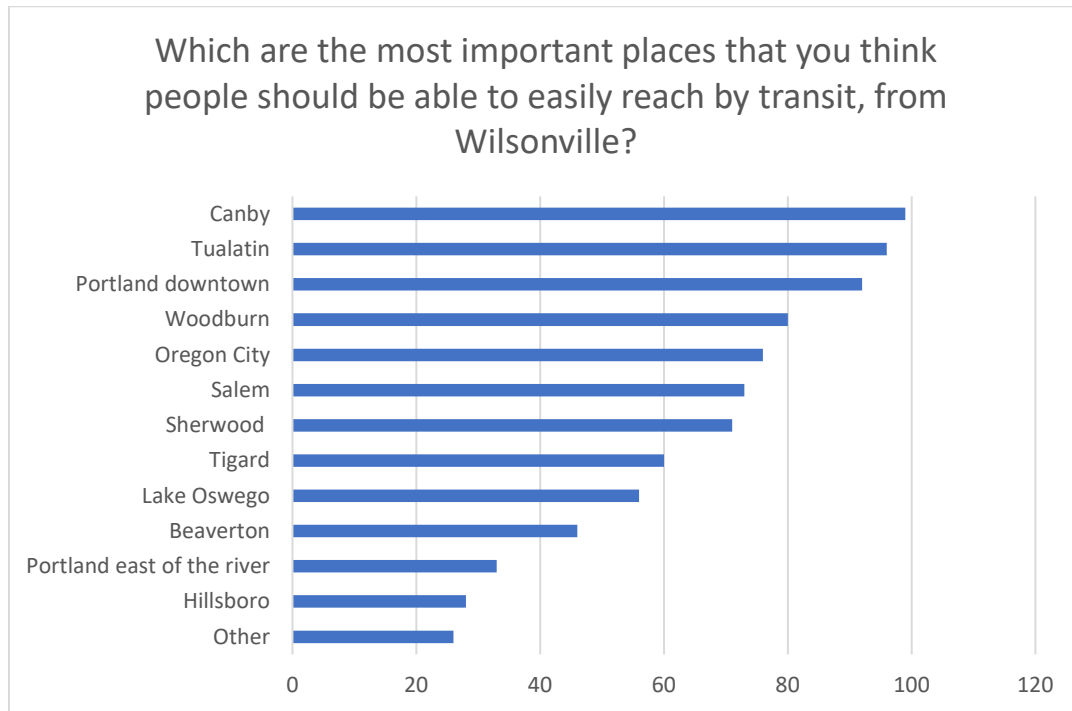
In general, **INSIDE** Wilsonville, what should SMART prioritize when adding new transit service over the next five years?

Of the 210 respondents, more people said it was more important for SMART to add service in new areas than to add more frequent service to areas already served.



Which are the most important places that you think people should be able to easily reach by transit, from Wilsonville?

Respondents were instructed to pick up to five answers. Canby, Tualatin, and downtown Portland, were the top three choices of 836 answers total.



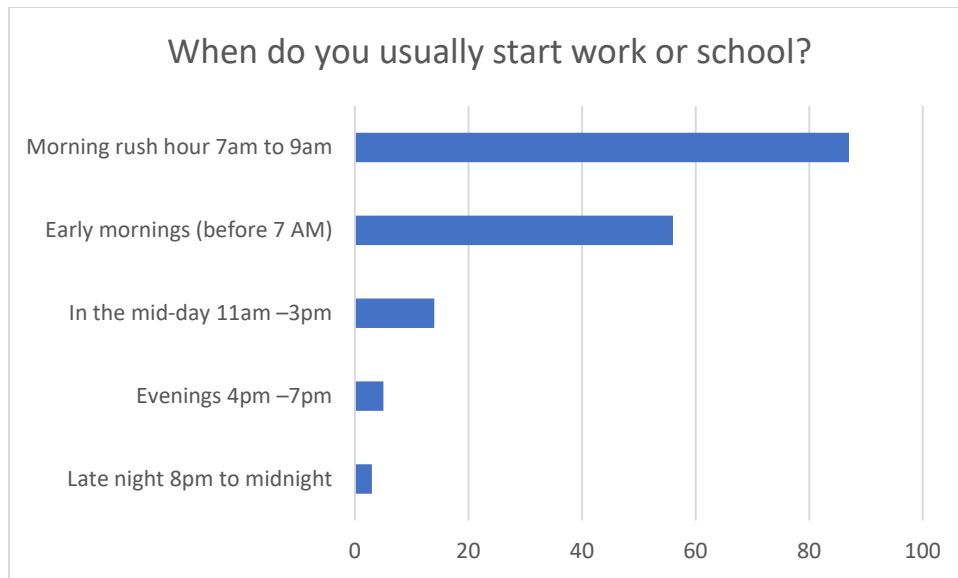
Is there anything else you think SMART should be providing or changing in the next five years?

96 people answered this open-ended question. Respondents' answers are summarized below in order of most mentioned topics:

- Additional or more frequent service to regional connections
- Higher frequency of existing service
- Additional route and destination suggestions
- Additional amenities like ability to pay and track buses on apps, phone charging, and multimodal amenities
- More educational materials, especially in Spanish

When do you usually start work or school?

Of 165 respondents, the majority said the start work or school during morning rush hour.



Stakeholder Workshop summary

The 18 participants at the stakeholder events were broken out into small groups to work on creating transit maps for the City of Wilsonville using both local and regional service. They each had to consider the trade-offs of operating at different distances and different frequencies throughout the region.

Some general sentiments were:

- Attendees shared that they understood how difficult it is to plan a transit system that works for everyone.
- Attendees noted the difficulty of choosing between higher frequency service and service that reaches more areas.
- Many attendees shared suggestions for places they wished were easier to take transit to such as shopping centers, movie theaters, little league sport fields and schools.
- Some attendees wished there was better synchronization between other bus lines and transit systems to transfer to.
- Many groups were more interested in reaching farther destinations than in frequent service.
- Attendees often wanted to provide transit options at non-peak hours to support workers with non-traditional work hours, students and retired people.



Afterwards, participants were asked questions in a live poll and shared their take-aways from the interactive exercise. Below are the results of the live poll.

Poll: On weekdays, how important are rush hours?

0 1 7

Rush hours should be the priority.

 12 %


A little extra service at rush hour makes sense.

 59 %

Having consistent schedules all day long should be the priority.

 29 %

I'm not sure.

 0 %

Poll: How important are weekends?

0 1 8

Weekends are so important that we should cut some weekday frequencies to offer more weekend service.

 50 %

We should add weekend service only when new funding is available.

 50 %

Weekends aren't very important.

 0 %

Poll: If you could add weekend service, what would you add first?

0 1 8

Longer Saturday hours for routes that already run on Saturdays.

 28 %

More routes running on Saturdays.

 28 %

Start running some routes on Sundays (as well as Saturdays).

 44 %

In the discussion that preceded the poll about adding Saturday or Sunday service, staff clarified that adding Sunday service would be much more expensive because the entire SMART operation would have to be turned on and staffed on Sundays. The stakeholder understood that therefore much less Sunday service could be added than Saturday service for any given amount of funding.

Poll: How should SMART balance the goals of high ridership and wide coverage?

0 1 7

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 %

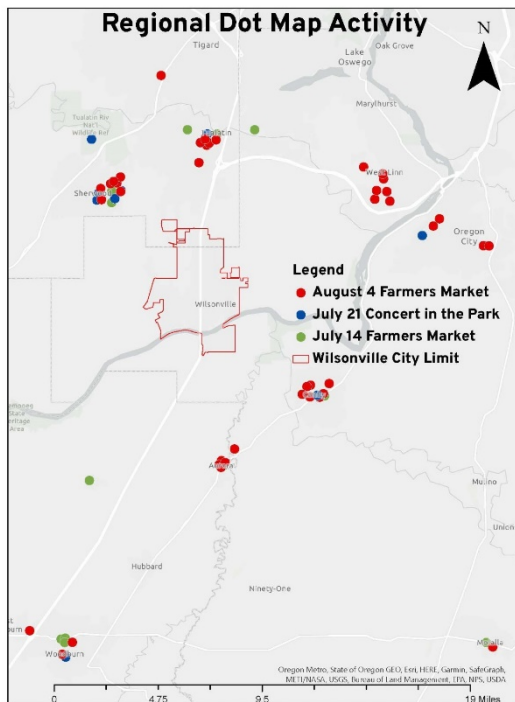
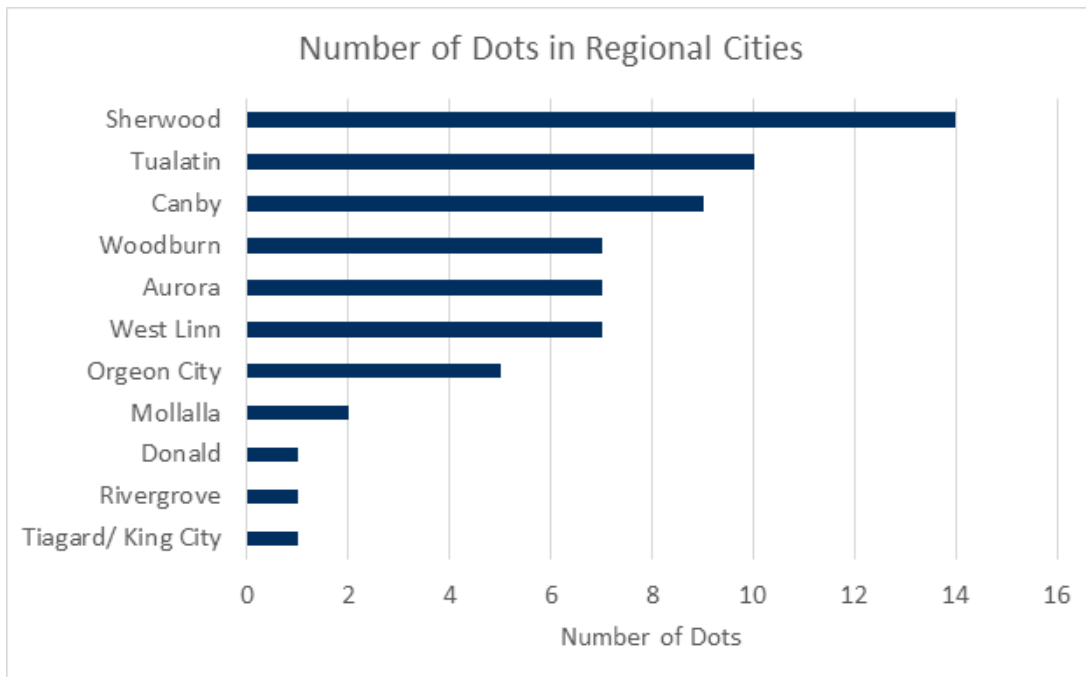
I'm not sure.

 0 %

Map Dot summary

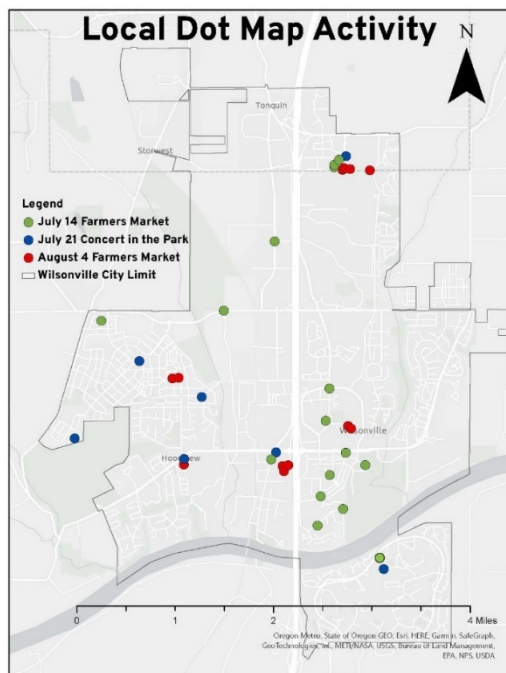
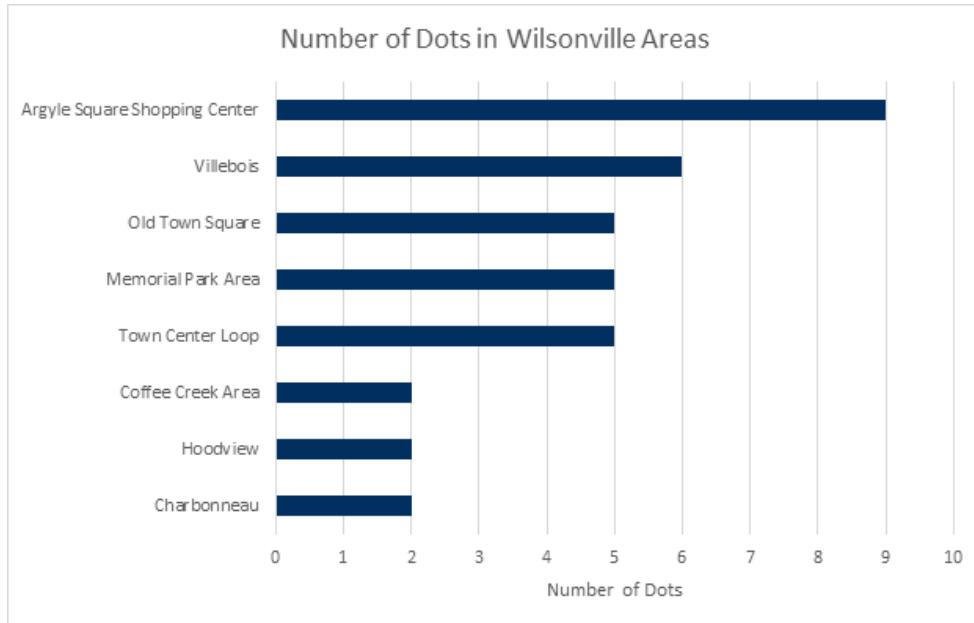
The dot map activity conducted at the three tabling events resulted in a total of 32 participants and 99 dots. The top three regional locations and the number of dots received were:

1. Sherwood – 14 dots
2. Tualatin – 10 dots
3. Canby – 9 dots



For the dot maps showing Wilsonville only, the top three local locations and the number of dots received were:

1. Argyle Square Shopping Center – 9
2. Villebois – 6
3. Town Center Loop area, Memorial Park area, & Old Town Square – 5 (three way tie)



Operator survey results

Feedback from the driver and operators is summarized below:

“What are you hearing from riders about **frequency** of service?”

- Frustrations with current reduced service, particularly on the 2X
- Difficulty with Dial-a-Ride scheduling
- Suggestion for additional stops for Villebois residents

“What are you hearing from riders about **where** SMART goes?”

- Interest in going to Woodburn, Barbur Transit Center, Clackamas, Oregon City, East Portland and Canby
- Suggestion to use landmark references for routes within Wilsonville rather than just east or west.
- Satisfied with service to OHSU and Veterans’ Hospital

“Are there **issues** preventing you from providing on-time, reliable service?”

- Rush hour traffic
- Lack of synchronization with TriMet buses

“What is SMART’s single **biggest obstacle** in your opinion?”

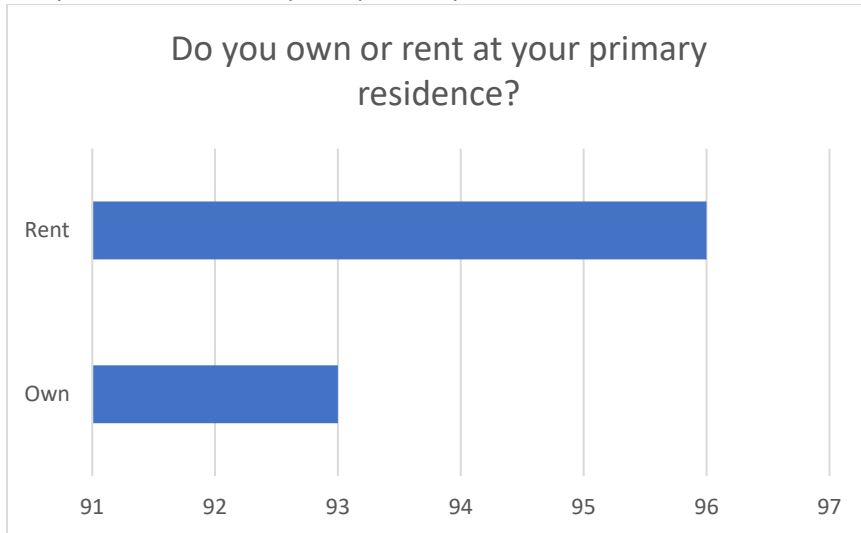
- Driver shortages and burnout
- Service reduction
- Lack of consistency in dealing with route delays
- Experimental and non-direct routes

“Any **other** thoughts?”

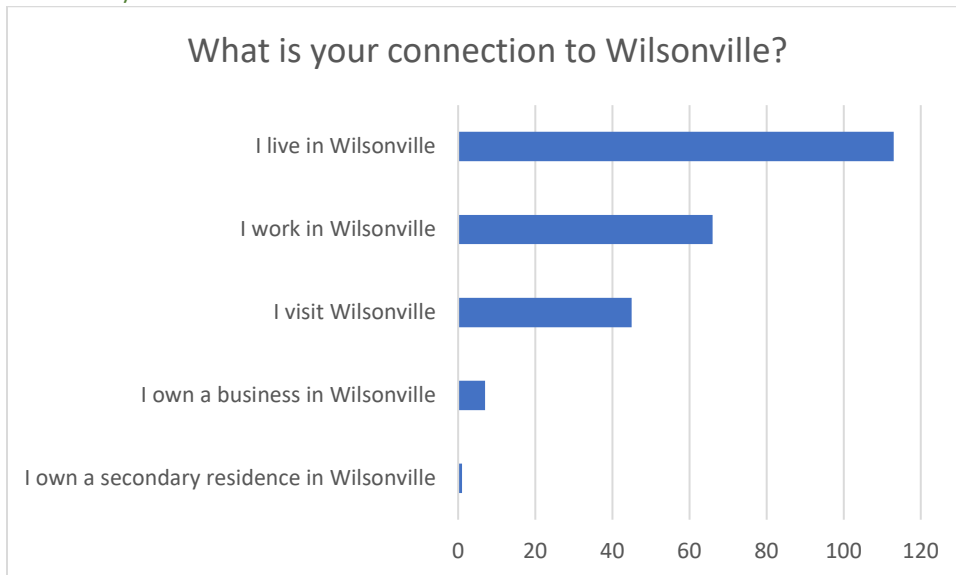
- Educational materials to explain how to pay bus fare would be helpful, especially with competing options like HOP, Cherriots, student passes, etc.

Demographics of Community Survey

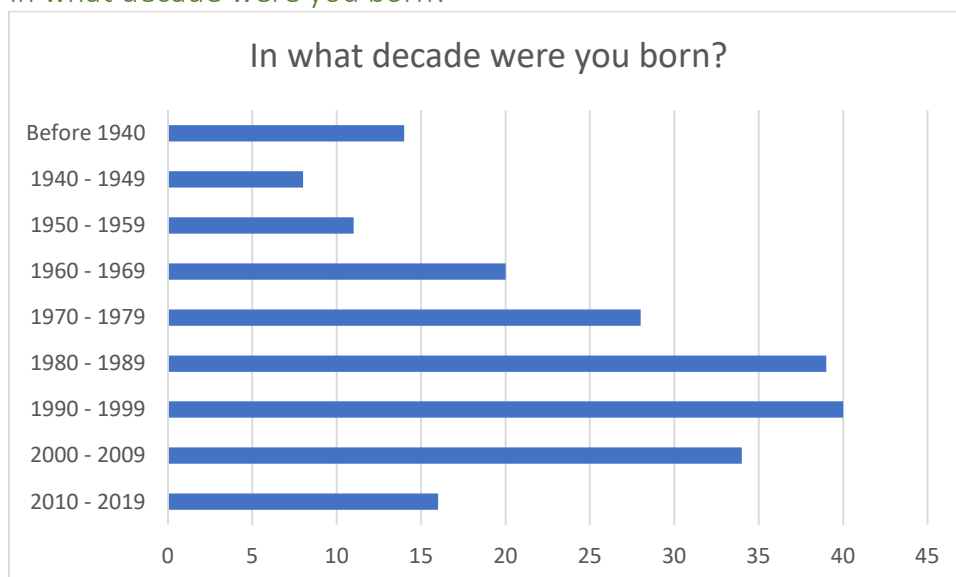
Do you rent or own your primary residence?



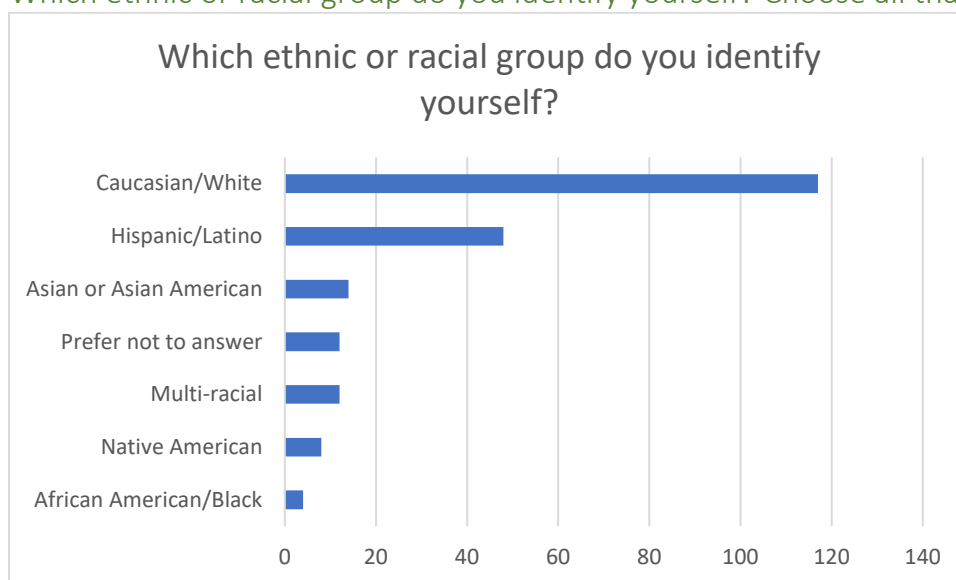
What is your connection to Wilsonville?



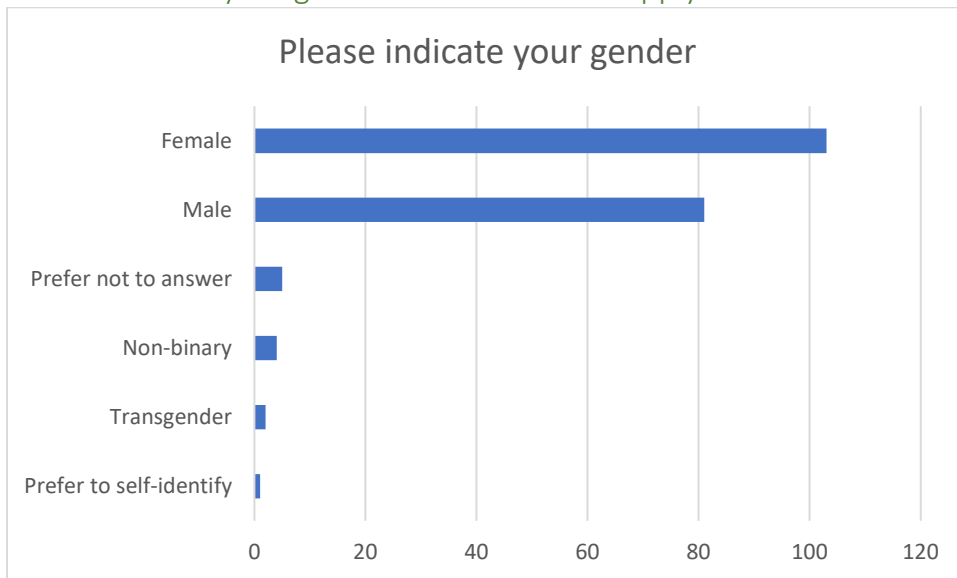
In what decade were you born?



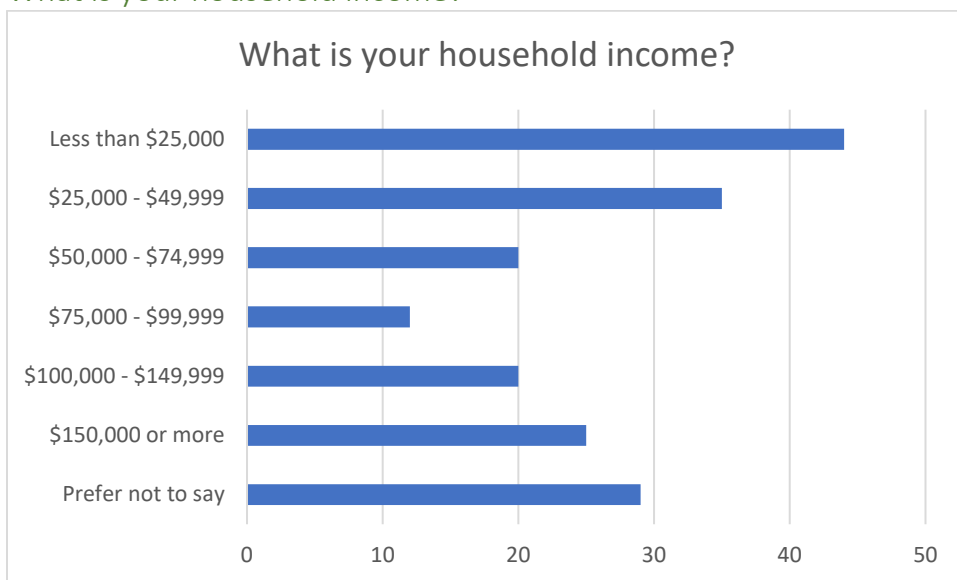
Which ethnic or racial group do you identify yourself? Choose all that apply.



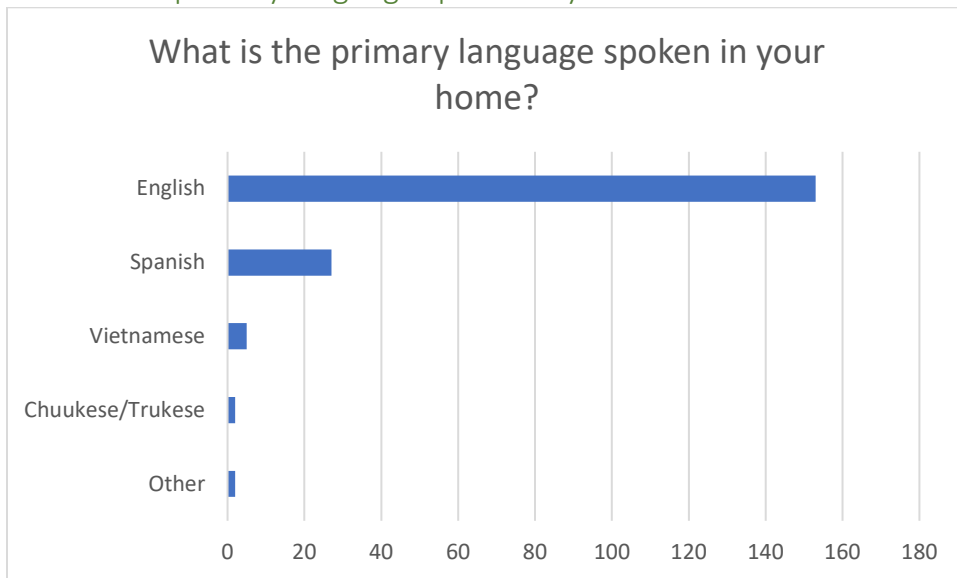
Please indicate your gender. Choose all that apply.



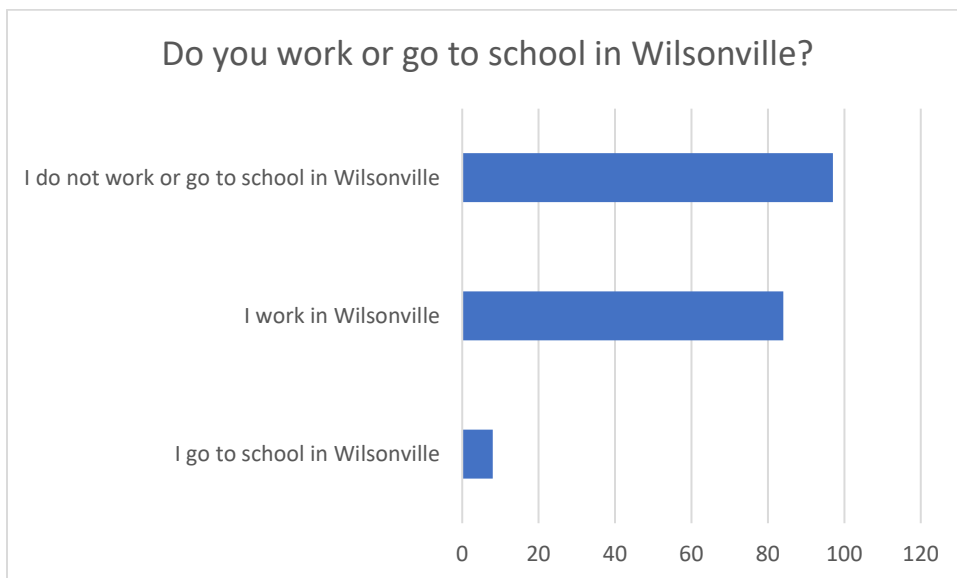
What is your household income?



What is the primary language spoken in your home?



Do you work or go to school in Wilsonville?



SMART Transit Master Plan Community Outreach Update

Planning Commission October 12, 2022

Kelsey Lewis
SMART Grants and Programs Manager

Michelle Poyourow
Jarrett Walker + Associates

Brenda Martin
EnviroIssues

Our Agenda Today

- Outreach approach
- Outreach methods
- Key findings
- Questions and next steps

Outreach Approach

- Sharing information on the Let's Talk Wilsonville website with identified SMART contact person
- Representative stakeholders individually contacted for intentional participation
- Special consideration to senior facilities, apartment complexes, schools, lower income residents & workers, and people who speak predominantly Spanish to reach under-represented groups
- Updates to the Planning Commission and Wilsonville City Council

Outreach Methods

Outreach tools	Methods of use
Website updates	Ongoing updates to Let's Talk Wilsonville in English and Spanish
Presentation to Commission/Council	Updated Planning Commission and City Council on TMP goals and outreach plan, received feedback on stakeholder workshop
Community survey	Open survey from August 12 th to September 16 th Received over 200 responses, 25 in Spanish
Operator survey	Open ended survey offered to SMART bus operators Seven surveys collected
In-person tabling events	Staff attended eight community events throughout July/August Conducted a dot map exercise
Stakeholder workshop	18 participants attended September 20 th event at Wilsonville Library

Community Survey Findings

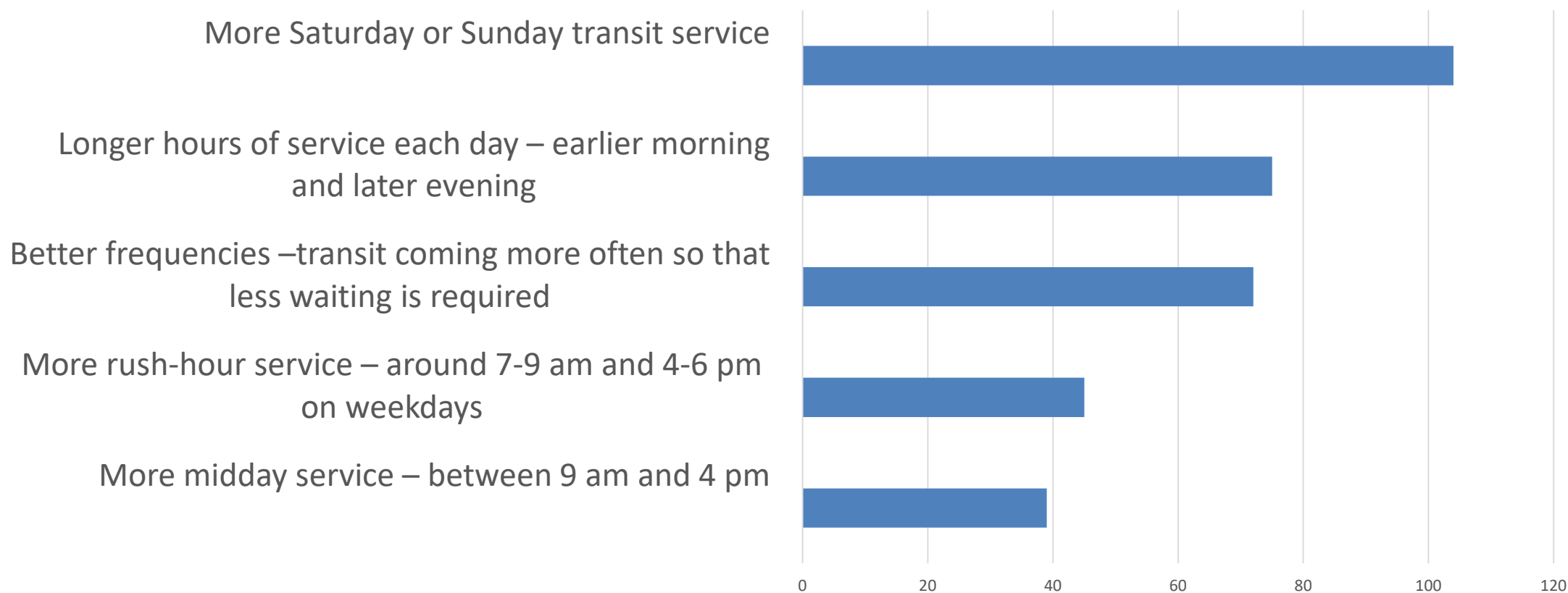
Of the 210 respondents who took the survey:

- about half said they didn't ride transit in Wilsonville in the past year
- But those who do ride, ride more than once a week
- Most didn't change their riding habits since the start of the pandemic
 - Those who are traveling less are doing so because they have fewer trips to make



Survey Priorities

What do you think are the highest priorities for the **TIMES** when new service could be added to the SMART transit network?



Survey Priorities Continued

Respondents think its most important to:

- Serve transit connections to other cities and shopping centers
- Have more regional service for long trips to other cities
- Add SMART service in new areas that currently have no transit service
- Serve the cities of Canby, Tualatin, and downtown Portland



Stakeholder Workshop Summary

Attendees shared that:

- It was difficult to plan a transit system that works for everyone
- They wished it were easier to take transit to shopping centers, movie theaters, little league fields and schools
- Wished there was better synchronization between bus lines and transit systems
- They were more interested in reaching farther destinations than in local, frequent service
- There was interest in providing transit options at non-peak hours to support non-traditional workers, students and retired people



Live Poll Results

Poll: On weekdays, how important are rush hours?

017

Rush hours should be the priority.

12 %

A little extra service at rush hour makes sense.

59 %

Having consistent schedules all day long should be the priority.

29 %

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 %

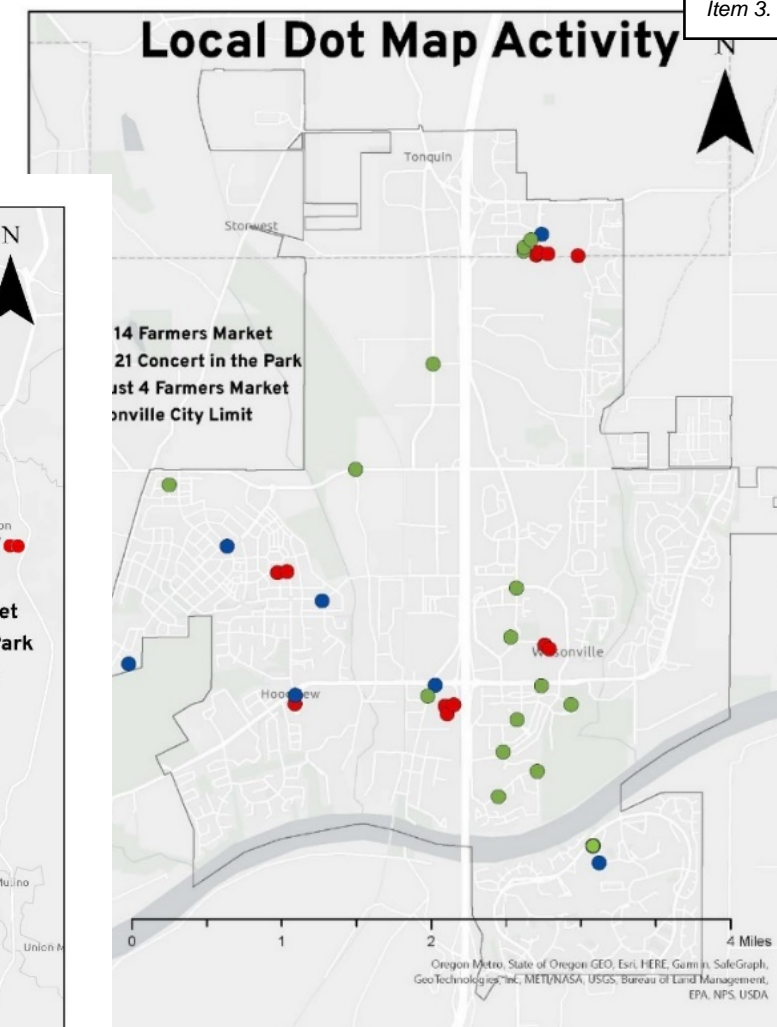
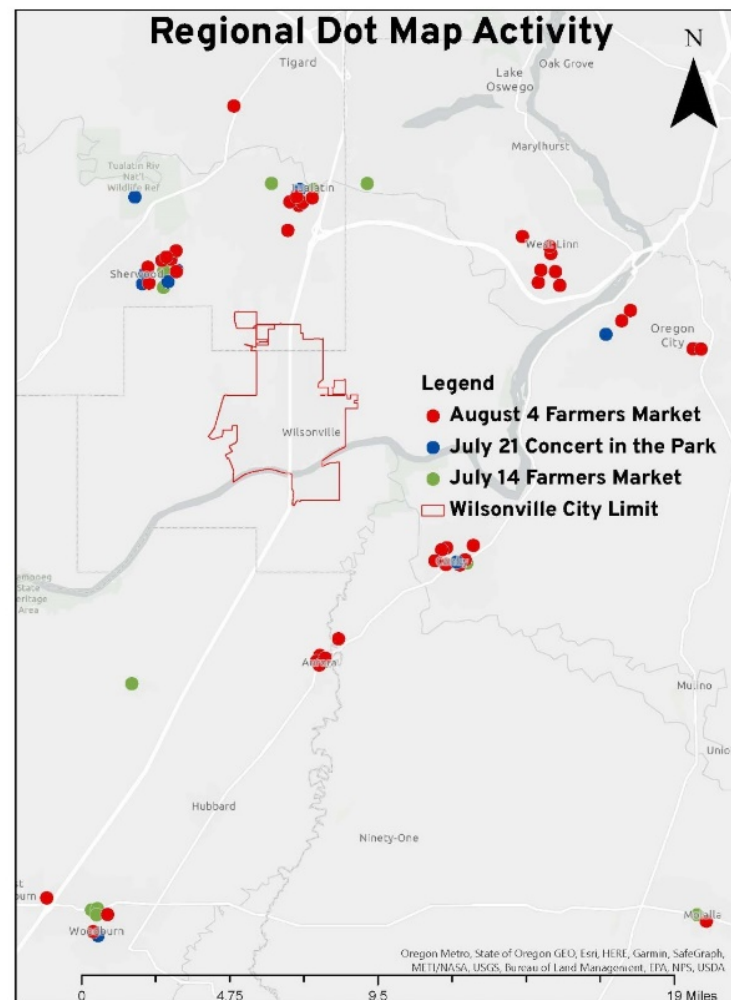
Dot Map Summary

Top three **regional** locations:

- Sherwood – 14 dots
- Tualatin – 10 dots
- Canby – 9 dots

Top three **local** locations:

- Argyle Square Shopping Center – 9
- Villebois – 6
- 3-way tie – 5:
 - Town Center Loop area
 - Memorial Park area
 - Old Town Square



Questions and Next Steps



PLANNING COMMISSION
WEDNESDAY, OCTOBER 12, 2022

INFORMATIONAL

4. Town Center Infrastructure Funding Plan (Rybold) *(No staff presentation)*



**PLANNING COMMISSION MEETING
STAFF REPORT**

Meeting Date: October 12, 2022		Subject: Town Center Infrastructure Funding Plan	
		Staff Member: Kimberly Rybold, AICP, Senior Planner	
		Department: Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input checked="" 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 type="checkbox"/> Not Applicable	
		Comments: N/A	
Staff Recommendation: Review findings from an assessment of potential infrastructure funding tools to be used in the Town Center Infrastructure Funding Plan.			
Recommended Language for Motion: N/A			
Project / Issue Relates To:			
<input checked="" type="checkbox"/> Council Goals/Priorities: Goal 5: Align infrastructure plans with sustainable financing sources	<input checked="" type="checkbox"/> Adopted Master Plan(s): Town Center Plan	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COMMISSION:

This staff report summarizes findings from an assessment of different potential funding tools to be included in a Town Center Infrastructure Funding Plan.

EXECUTIVE SUMMARY:

In 2019, the Wilsonville City Council adopted the Wilsonville Town Center Plan, establishing a vision for a vibrant, walkable community hub that inspires people to come together and socialize, shop, live, and work. The Plan envisions a mixed-use development pattern with enhanced connectivity that will result in a walkable and vibrant Town Center, home to active parks, civic spaces, and amenities that provide year-round, compelling experiences. To achieve this, the Town Center Plan contains several goals and implementation strategies to guide future development. Goal 4 of the Town Center Plan is Safe Access and Connectivity, which aims to provide transportation infrastructure designed to create a safe, accessible environment for all modes of travel in Town Center, foster multimodal access between buildings and land uses in Town Center, connect to surrounding neighborhoods, and provide local and regional accessibility.

The implementation chapter of the Town Center Plan calls for a study of how to fund the infrastructure projects identified in the Town Center Plan, which funding tools are most appropriate to support development, and an assessment of the feasibility of urban renewal (also known as tax increment financing) as a tool to provide some of this funding. During an information session in May, staff introduced the Town Center Infrastructure Funding Plan project to the Planning Commission, providing information on the anticipated timeline and project tasks. The purpose of this staff report is to provide Planning Commission with an update on the findings to date from this project's work.

The Draft Findings and Recommendations Memorandum (Attachment 1) provides a summary of work completed to date on development of the Funding Plan. As a first step in the project, the project team confirmed assumptions that would be used in developing this strategy. This included review of both the Town Center Plan and Streetscape Plan to update the infrastructure project cost estimates. The project team also refined development scenarios included within the Town Center Plan to forecast anticipated revenues that will be generated from existing funding sources for transportation, water, sewer, storm, and parks facilities, including system development charges (SDCs), connection fees, rates, and taxes. This assessment determined that, based on the current SDCs on new development, significant funding gaps are expected for transportation, sanitary sewer and stormwater facilities. These funding gaps would be particularly acute during the first 25 years as new development begins to occur within Town Center. Some form of advance financing is likely required because public facility investments would be needed in the short term, before SDC fund balances accumulate.

To address this, the project team reviewed a variety of funding tools to determine which are best suited to close these gaps. As part of this review, the project team completed a preliminary and hypothetical forecast of tax increment revenue to determine the suitability of urban renewal as a tool to fund infrastructure improvements in Town Center. The review considered factors such as the amount of potential funds raised, flexibility of the funding source, ease of implementation, administration cost, market acceptance, and impact on housing costs (Attachment 1, pages 9-12). Based on this review, four funding tools are recommended for consideration in the Funding Plan:

- **Urban Renewal.** The City can create an Urban Renewal District within the Town Center area that generates Tax Increment Financing (TIF) revenue derived from net new assessed property value that occurs over time. TIF revenue can be utilized for public facility capital improvements identified as Projects in an adopted Urban Renewal Plan. Based on the preliminary revenue forecast, it appears this tool could fill the majority of the anticipated funding gaps. It is important to note that adoption of this tool requires additional work, including a more detailed Feasibility Analysis, the subsequent development of an Urban Renewal Plan and Report coordinated with affected taxing districts, and adoption of the Plan and Report through a public hearing process. Creation of a new Urban Renewal District cannot occur until two existing districts (Year 2000 and West Side) are closed out, which is anticipated to occur over the next two fiscal years. Construction of the planned Town Center infrastructure projects without adoption of an Urban Renewal District is unlikely. The flexibility and power of tax increment financing is unmatched by other options. The tool can efficiently generate more funding to support necessary infrastructure improvements than anything else. It should be considered the primary funding mechanism in the Funding Plan.
- **Citywide SDC Updates.** These SDC updates would focus primarily on transportation and parks systems. Given the community-wide benefits generated from the implementation of the Town Center Plan, the City could consider including all or portions of major infrastructure projects in a citywide SDC update. Significant growth and planning of new urban areas has occurred since the City last updated these SDCs, making this an important step in ensuring that Citywide SDCs reflect the City's future infrastructure needs resulting from new development.
- **Stormwater Utility Fee Surcharge.** Considering the costs associated with retrofitting and maintaining stormwater infrastructure, a utility surcharge could generate a dedicated source of funding and could be utilized to finance inter-fund loans for advanced financing of initial catalyst infrastructure improvements. However, this surcharge will generate only a small fraction of the overall amount of money needed to fill the anticipated funding gaps, and the costs from this surcharge could be passed on to businesses. Additional study would be required to determine if the benefits of this surcharge are worth the potential impacts.
- **City Bond or Debt Issuance.** In order to advance construction of major transportation improvements and sewer/water/storm systems, the City and/or the Urban Renewal Agency could consider combining various existing and new sources of funding and dedicating that revenue to related debt principal and interest. The findings of the memorandum (Attachment 1, page 13) indicate that this should only be considered after other funding tools are established. Limited general obligation bonds (also known as councilmatic bonds) or full faith and credit bonds do not require voter approval and they are not subject to debt service coverage requirements. However, like revenue bonds, an ongoing source of revenue would need to be pledged to protect the City's general fund from added risk.

The project team will hold a work session with City Council on October 19 to seek feedback on inclusion of these funding tools in the Town Center Infrastructure Funding Plan. Questions regarding the draft findings and recommended funding tools can be directed to Kimberly Rybold at rybold@ci.wilsonville.or.us.

EXPECTED RESULTS:

Presentation of recommended funding tools for inclusion in the Town Center Infrastructure Funding Plan.

TIMELINE:

Work to identify funding gaps for Town Center infrastructure projects and assess financing tools to fill the gaps, including urban renewal, took place throughout spring and summer 2022. After gathering City Council input on the preferred approach to infrastructure funding, the project team will finalize the Town Center Infrastructure Funding Plan, with adoption anticipated in late 2022 or early 2023.

CURRENT YEAR BUDGET IMPACTS:

Total project scope for the Infrastructure Funding Plan and Urban Renewal Analysis is approximately \$90,000, with approximately \$35,000 to be spent in FY 2022-23. Funding for consultant services will be funded by CIP project #3004. The adopted budget for FY2022-23 includes approximately \$140,000 for Town Center Implementation.

COMMUNITY INVOLVEMENT PROCESS:

The Town Center Plan included a robust and inclusive public outreach process where an infrastructure funding plan and urban renewal analysis were identified as implementation actions.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

As a result of undertaking the Town Center Plan's implementation activities, including the Infrastructure Funding Plan, the City will begin to realize the community's vision for a more commercially vibrant, walkable, mixed-use Town Center.

ALTERNATIVES:

N/A

CITY MANAGER COMMENT:

N/A

ATTACHMENT:

1. Town Center Infrastructure Funding Plan: Draft Findings and Recommendations Memo – October 4, 2022



Memorandum

To: Miranda Bateschell and Kim Rybold, City of Wilsonville **Date:** October 4, 2022

From: Todd Chase and Timothy Wood, FCS GROUP

CC: Project Advisory Members

RE: Town Center Infrastructure Funding Plan: Draft Findings & Recommendations

INTRODUCTION

This Memorandum identifies funding strategies for constructing new public facilities required to accommodate current and future development within the Town Center plan district.

The adopted Wilsonville Town Center Master Plan (Plan) provides a detailed framework for the funding plan. Included within the Plan document are key assumptions regarding current and future land use and development conditions, and an assessment of transportation and infrastructure requirements.



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Infrastructure Funding Options	9
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DEVELOPMENT PROGRAM ASSUMPTIONS

Exhibit 1 summarizes the current and expected future level of development that are expected to occur within the Town Center. While the Plan reflects a development horizon of 40 years, this funding plan is focused on the initial 20-25 years as the *baseline scenario* for evaluating public facility funding requirements.

Development absorption forecasts for this funding plan were derived from the Town Center Plan and refined based on current market considerations which are discussed in the next section.

Exhibit 1 Town Center Baseline Development Program

Current and Future Development Assumptions, Wilsonville Town Center				
	Commercial (SF)	Retail (SF)	Office (SF)	Housing (Units)
Existing	299,240	321,340	178,950	80
Net New Development (Years 1-20)	130,230	31,860	297,440	880
Net New Development (Years 1-40)	204,595	50,000	541,050	1,600
Net Total Development (Year 20)	429,470	353,200	476,390	960
Net Total Development (Year 40)	503,835	371,340	720,000	1,680
Projected Employees (Year 40)	1,000	740	2,880	
<i>Building SF per Job</i>	504	502	250	

Development Absorption (Avg. Annual)	Commercial (SF)	Retail (SF)	Office (SF)	Housing (Units)
Baseline Scenario	5,115	1,250	13,526	40
High Scenario	6,512	1,593	14,872	44
Low Scenario	3,836	938	10,145	30

Source: Wilsonville Town Center Master Plan, Table 3.1.

Emerging Market Considerations

To enhance the veracity of the long-range development absorption assumptions for the Town Center, FCS evaluated recent market conditions within the southern portion of the greater Portland Region and considered the level of retail demand that could be supported based on future growth in the Town Center and the City as a whole.

The national and regional economy are still evolving in the aftermath of the global COVID-19 pandemic and related recession that occurred during the first half of 2020. U.S. economic activity continues to expand despite headwinds from persistent inflation and rising interest rates. While consumer confidence has cooled, real consumer spending continues to grow. Wages continue to rise, although when adjusted for inflation, overall consumer purchasing power is declining and the housing affordability gap is growing. Business activity is holding up despite continued supply chain issues and a very tight labor market. Many economists are predicting that worldwide and U.S. gross domestic product (GDP) growth will increase at a modest rate during 2022 and slower growth in 2023, before making big gains in 2024.

Within the greater Portland Region, the real estate market is still showing signs of expansion. As of the Spring/Summer of 2022, the year-over-year market trends were positive for multifamily and retail sectors but a bit negative for the office sector (**Exhibit 2**). Long-term outlook is promising for these sectors. Expectations are still a bit weak for office but much stronger for multifamily and retail/service sectors.

Exhibit 2

Sector	Near-Term Outlook	Long-Term Outlook	YTD Absorption	YTD Vacancy Rates	YTD Lease Rates
Multifamily	Excellent	Excellent	Positive	Stable	Up 8% +/-
Office	Weak	Good	Negative	Rising	Down 1% +/-
Retail/Service	Fair	Good	Positive	Declining	Up 3% +/-

Source: Kidder Matthews, 2022 Q1.

Within Wilsonville the multifamily and retail/service sectors are both expected to expand faster than the office sector. Office vacancy rates in Wilsonville are still in double digits (nearly 12%) as of June 2022 but should decrease over the coming months before it restabilizes by about year 2025 (**Exhibit 3**).

Exhibit 3

Wilsonville Office Market Conditions, 2022 Q1	
Market Inventory	1,230,000 SF
Vacancy Rate	11.7%
Vacant Inventory	143,910 SF
YTD Net Absorption	(15,901)
Proj. Annual Leasing Activity	22,000 SF
Avg. Lease Rates	\$25.42
Annual Change in Rates	Down 1% +/-
Years Until Market Stabalizes (5-6% Vacancy)	3.3

Source: Kidder Matthews, 2022 Q1.

The multifamily market in Wilsonville is strong and growing. As local and regional population levels increase, FCS expects annual apartment and townhouse absorption in Wilsonville over the next few decades will range from 100 to 120 units per year. Given the proximity of the Wilsonville Town Center to services, public transit, and community parks and amenities, it is the ideal location for much of this development to occur.

The commercial service and retail market is also expected to expand over time as local buying power increases with the addition of new residents. City of Wilsonville resident buying power over the next 20 years is projected to expand by \$170 million per year by 2042. This level of new spending could support approximately 219,000 SF of new floor area (see **Exhibit 4**).

If long-range development forecasts for housing within the Town Center hold true, FCS expects the that the additional households that move into the Town Center will contribute approximately \$73.5 million in new retail buying power annually, which could support an estimated 37,000 SF of retail demand (see **Exhibit 4**). This added buying power would represent a 17% overall increase in citywide retail demand.

Exhibit 4**Wilsonville Area: Net New In-Store Retail Demand****2022 to 2042 forecast**

Proj. Net New Households by year 2042	4,644			
Per Capita Income (2022 est.)	\$ 45,939			
Proj. Net New Aggregated Income	\$ 459,610,281			
	Proj. Annual	Proj. Additional	Avg.	Supportable
	Retail Spending	Retail Demand	Annual	Floor Area
	per Household*		Sales per	(SF)
Food Stores	\$6,052	\$28,104,728	\$750	37,000
General Merchandise	\$25,738	\$119,514,633	\$850	141,000
Food & Drink	\$4,798	\$22,279,890	\$550	41,000
Total	\$36,588	\$169,899,252		219,000

Wilsonville Town Center Area: Net New In-Store Retail Demand**2022 to 2042 forecast**

Proj. Net New Households by year 2042	800			
Proj. Avg. Household Size	2.0			
Proj. Net New Population	1,600			
Per Capita Income (2022 est.)	\$ 45,939			
Proj. Net New Aggregated Income	\$ 73,502,880			
	Proj. Annual	Proj. Additional	Avg.	Supportable
	Retail Spending	Retail Demand	Annual	Floor Area
	per Household*		Sales per	(SF)
Specialty Food Stores	\$6,052	\$4,841,943	\$750	6,000
General Merchandise	\$25,738	\$20,590,238	\$850	24,000
Food & Drink	\$4,798	\$3,838,427	\$550	7,000
Total	\$36,588	\$29,270,609		37,000

non-store retail purchases, which are assumed to increase from 2.5% to 10% of total retail sales by year 2042.

Development Program Scenarios

It is likely that the amount of new commercial retail development that was assumed in the Town Center Master Plan (shown in Exhibit 1) is achievable over 40 years or less. Given the pace of multifamily housing demand, it is very likely that the Town Center could attract more housing than what the Town Center plan had anticipated when it was adopted in 2020. The future for new office development is less certain and is likely to occur at a slower pace than anticipated in the Town Center Plan.

Considering current real estate market conditions along with the time it takes to advance funding/financing and design/permits for initial public facility investments, FCS recommends that the Town Center Infrastructure Funding Plan consider adjustments to market absorption forecasts, as shown in in **Exhibit 5**. The updated development program assumes that 75% of the original baseline development forecast for office is realized by year 40. This change in the long-range forecast also assumes added demand for 300 additional multifamily dwellings relative to the baseline development program.

Exhibit 5 Town Center Development Program Update

	Commercial (SF)	Retail (SF)	Office (SF)	Housing (Units)
Existing	299,240	321,340	178,950	80
Net New Development (Years 1-20)	130,230	31,860	223,080	948
Net New Development (Years 1-40)	204,595	50,000	405,788	1,900
Net Total Development (Year 20)	429,470	353,200	402,030	1,028
Net Total Development (Year 40)	503,835	371,340	584,738	1,980
Existing Employees	594	640	716	
Projected Employees (Year 40)	1,000	740	2,339	
<i>Building SF per Job</i>	504	502	250	

* Assumes 75% office potential achieved by year 40; which results in 1.55 additional acres for multifamily.

The pace of new development within the Town Center is likely to increase after transportation access improvements are made and pedestrian/bicycle amenities are constructed. The resulting development forecast by five-year period is provided in **Exhibit 6**. It is recommended that the funding plan for the Town Center be based on the updated development program.

This results in an initial (25-year) Town Center development program used for the funding plan is as follows:

- 1,200 net new multifamily dwelling units;
- 253,625 SF of net new office floor area;
- 127,825 SF of net new commercial (service) floor area; and
- 31,250 SF of net new retail floor area.

Exhibit 6

Wilsonville Town Center: Projected Pace of Absorption Relative to Avg. Annual Forecast

	Years 1 thru 5	Years 6 thru 10	Years 11 thru 15	Years 15 thru 20	Total
<i>WEIGHTS</i>	25%	25%	25%	25%	100%
<i>RELATIVE ABSORPTION VARIANCE (from average annual forecast)</i>					
<i>Housing</i>	0.5	1.25	1.25	1.00	1.00
<i>Commercial</i>	0.25	0.75	1.50	1.50	1.00
<i>Retail</i>	1.00	1.00	1.00	1.00	1.00
<i>Office</i>	0.00	0.75	1.00	1.50	0.81

Development Absorption (Avg. Annual)	Commercial (SF)	Retail (SF)	Office (SF)	Housing (Units)
Most Likely Scenario	5,115	1,250	10,145	48
High Scenario	5,882	1,438	11,666	55
Low Scenario	4,348	1,063	8,623	40

Source: Exhibit 5. High/Low scenarios assume 15% variance from baseline.

It is also important to understand the relationship between new development and related parking needs and stormwater runoff impacts attributed to net new impervious surface area (ISA) added. Those assumptions are shown below in **Exhibit 7**. The overall findings indicate that new rooftops and surface parking areas are expected to result in impervious surface area (ISA) that ranges from:

- 1.6 SF for each SF of commercial floor area;
- 1.7 SF for each SF of office floor area;
- 2.6 SF for each SF of retail floor area; and
- 825 SF for each dwelling unit.

It is likely that the total existing ISA within the Town Center will not likely increase much at all once large existing surface parking lots are redeveloped with a mix of housing and commercial uses.

Exhibit 7 Impervious Surface Area Analysis

Parking and Impervious Surface Area (ISA) Assumptions, Wilsonville Town Center

Impervious Surface Area Assumptions	Commercial	Retail	Office	Housing *	Notes
Avg. Annual Residential Units Added				48 DUs	Exhibit 6
Avg. Annual Floor Area Added	5,115 SF	1,250 SF	10,145 SF	57,000 SF	Exhibit 6
Avg. Building Height	2.0	2.0	3.0	4.0	allowance
Avg. Annual ISA Added for Rooftops	2,557 SF	625 SF	3,382 SF	14,250 SF	calculated
Parking & Landscaping Areas					
Avg. Parking Stalls per 1,000 SF of Building	3 stalls	6 stalls	4 stalls		allowance for surface lots
Avg. Parking Stalls Added per Dwelling Unit				1.5 stalls	allowance for surface lots
Avg. Annual ISA Added for Parking/Landscaping	5,371 SF	2,625 SF	14,203 SF	24,938 SF	@350 GSF per parking stall
Total Avg. Annual ISA Added	7,928 SF	3,250 SF	17,584 SF	39,188 SF	calculated
Avg. ISA Added Per SF of Building Floor Area	1.6 SF	2.6 SF	1.7 SF		calculated
Avg. Annual Net New ISA Added Per Dwelling Unit				825 SF	calculated

* Assumes 1,200 GSF of covered floor area per average dwelling unit.

Safe and convenient parking is always an important element within successful Town Centers. As the Town Center develops, we would expect there to be a wide mix of short-term on-street public parking as well as long-term public and private parking. The net new development within the Town Center is expected to require over 2,000 parking stalls over the next 40 years. While most of this parking is likely to be constructed by private developers as part of new development projects, a coordinated parking management program is necessary to minimize parking needs (through shared parking arrangements) and optimize vehicular circulation and short-term turnover.

While the cost of a public parking structure is beyond the scope of this analysis, a 400-space public parking structure would likely require \$20-25 million in G.O. Bond financing. A public parking structure would also require about 4.4 fewer acres of land area than what surface parking would require and would make more land available for private development. A preliminary assumption is that it would support about 195 additional housing units and 24,000 SF of ground floor commercial.

INFRASTRUCTURE REQUIREMENTS & COSTS

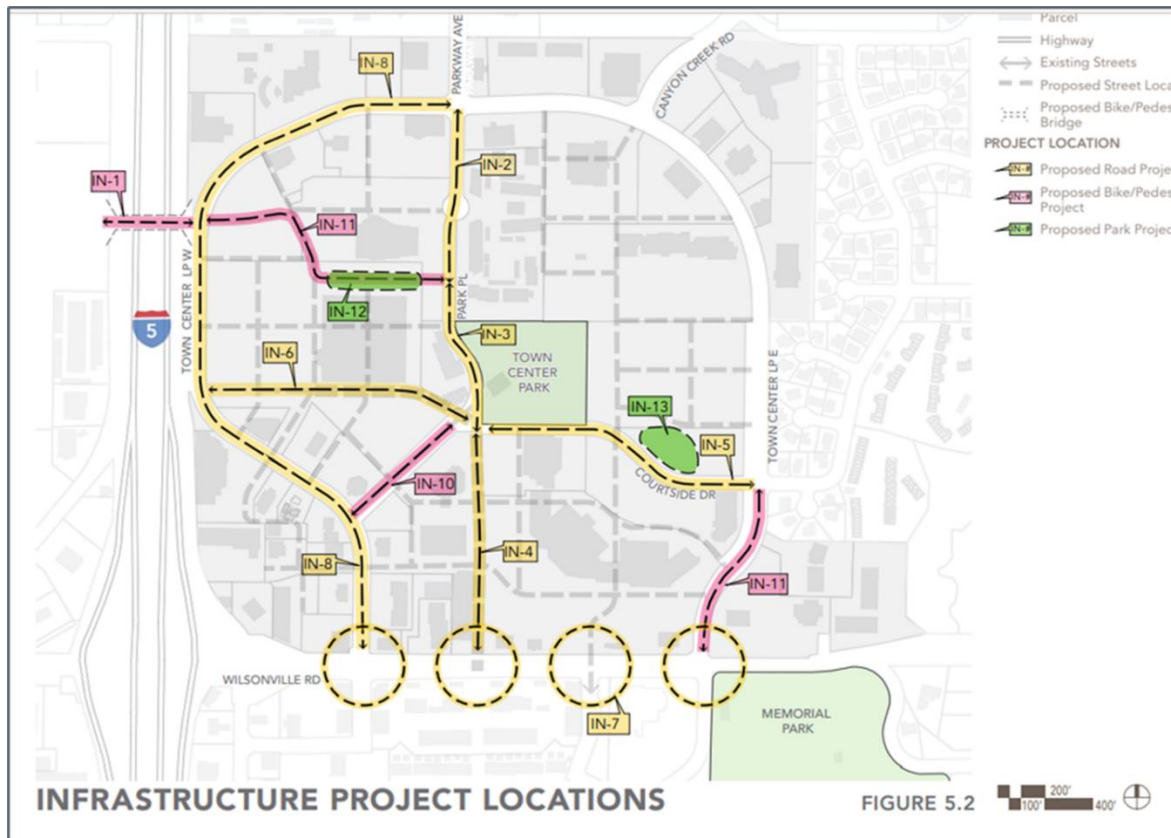
The Town Center Plan identifies the transportation and public facilities required to provide an adequate level of service within the area. **Exhibit 8** depicts the location of public facility needs in and around the Town Center. These public facilities have been evaluated by David Evans Associates (DEA) along with City of Wilsonville public works and planning staff as part of this funding plan project.

Public Facility Type	Capital Cost
Parks	\$ (954,015)
Transportation	\$ (54,250,100)
Sewer	\$ (9,905,300)
Water	\$ (9,283,895)
Stormwater*	\$ (7,898,665)
TOTAL	\$ (82,291,975)

*Values expressed in 2022 dollar amounts. * Analysis assumes that 50% of stormwater facility costs are eligible for reimbursement by City to developers.*

The resulting summary of facility capital costs are based on more detailed unit-cost assumptions, which are included in **Appendix A**. The total capital cost for the identified facilities is estimated at approximately \$82.3 to \$90.2 million. The lower range (utilized for this Funding Analysis) assumes that 50% of the costs incurred by developers for stormwater facility improvements would be eligible for reimbursement by the City. The upper-end of the range assumes that 100% of the stormwater facility costs are eligible for reimbursement or fully paid for by the City.

Exhibit 8



BASELINE FUNDING SCENARIO & GAPS

The baseline funding scenario relies primarily upon the current system development charges (SDCs) that have already been adopted by the City of Wilsonville. Hence, the baseline funding scenario provides an understanding of the relative funding gaps that are likely to exist if the City were to rely only upon current SDCs to fund the public facility improvements described in the preceding section. Any resulting funding gaps would need to be addressed by the adoption of new funding tools and techniques.

The existing adopted SDCs and related assumptions for the baseline funding scenario are shown in **Exhibit 9**. For analysis purposes, this funding analysis applies that January 2023 adopted rates to the future development program using the updated development program forecast.

Exhibit 9: Adopted System Development Charges (SDCs)

Public Facility Type	Commercial	Retail	Office	Housing	Notes
	Misc. Services	Shopping Center	Gen. Office Building	Apartment Unit	
Parks	\$ 365	\$ 1,689	\$ 729	\$ 5,645	1
Transportation	\$ 26,852	\$ 36,484	\$ 12,405	\$ 11,076	2
Sewer	\$ 6,635	\$ 19,235	\$ 4,642	\$ 4,975	3
Water	\$ 13,270	\$ 38,470	\$ 9,284	\$ 9,950	4
Stormwater	\$ 0.74	\$ 0.74	\$ 0.74	\$ 0.74	5

Source: City of Wilsonville, charges as of 7/1/2023.

Acronyms: kSF = 1,000 SF of building floor area, EDU = equivalent dwelling unit.

Notes

- 1 Charge per kSF for non res, and per dwelling unit for res.
- 2 Charge per EDU for non res, and per dwelling unit for res.
- 3 Charge per EDU for non res, and per dwelling unit for res.
- 4 Estimated water SDC charge per ERU, assumes 2 x sewer charge.
- 5 Charge per impervious surface area.

Using the SDC assumptions shown above, a preliminary analysis of the potential SDC revenue that could be derived over the next 25 years was conducted based on the net new development within the Town Center. The baseline scenario revenue is summarized in **Exhibit 10**.

Exhibit 10 SDC Revenue Forecast, Wilsonville Town Center

	Years 1-5	Years 6-10	Years 11-15	Years 15-20	Years 21-25	Years 26-40	Total
Parks	\$ 1,442,000	\$ 3,606,000	\$ 3,606,000	\$ 2,885,000	\$ 2,884,750	\$ 8,654,250	\$ 23,078,000
Transportation	\$ 2,244,000	\$ 5,609,000	\$ 5,609,000	\$ 4,487,000	\$ 4,487,250	\$ 13,461,750	\$ 35,898,000
Sewer	\$ 717,000	\$ 1,793,000	\$ 1,793,000	\$ 1,435,000	\$ 1,434,500	\$ 4,303,500	\$ 11,476,000
Water	\$ 1,435,000	\$ 3,586,000	\$ 3,586,000	\$ 2,869,000	\$ 2,869,250	\$ 8,607,750	\$ 22,953,000
Stormwater	\$ 52,000	\$ 131,000	\$ 131,000	\$ 105,000	\$ 104,750	\$ 314,250	\$ 838,000
TOTAL	\$ 5,890,000	\$ 14,725,000	\$ 14,725,000	\$ 11,781,000	\$ 11,780,500	\$ 35,341,500	\$ 94,243,000

Source: calculated based on prior tables and stated assumptions.

* depicts expected SDC revenue after SDC credit allowance for current development impacts*

The difference between the public facility capital cost and the expected level of current SDC revenues reflects the expected *public funding gap* for each facility that is likely to occur if supplemental funding sources are not created. As indicated in **Exhibit 11**, based on the current SDCs on new development, significant funding gaps are expected for transportation, sanitary sewer and stormwater facilities. Funding gaps would be particularly acute during the first 25 years. Some form of advance financing (likely in the form of debt incurred by the City) would also be required since public facility investments would be needed in the short term, before SDC fund balances accumulate.

Exhibit 11

Public Facility Type	Capital Cost	SDC Revenue (Years 1-25)	SDC Revenue (Years 1-40)	Funding Gap (years 1-25)	Funding Gap (years 1-40)
Parks	\$ (954,015)	\$ 14,423,750	\$ 23,078,000	\$13,469,735	\$22,123,985
Transportation	\$ (54,250,100)	\$ 22,436,250	\$ 35,898,000	(\$31,813,850)	(\$18,352,100)
Sewer	\$ (9,905,300)	\$ 7,172,500	\$ 11,476,000	(\$2,732,800)	\$1,570,700
Water	\$ (9,283,895)	\$ 14,345,250	\$ 22,953,000	\$5,061,355	\$13,669,105
Stormwater*	\$ (7,898,665)	\$ 523,750	\$ 838,000	(\$7,374,915)	(\$7,060,665)
TOTAL	\$ (82,291,975)	\$ 58,901,500	\$ 94,243,000		

Values expressed in 2022 dollar amounts. * Analysis assumes that 50% of stormwater facility costs are eligible for reimbursement by City to developers.

INFRASTRUCTURE FUNDING OPTIONS

In addition to the existing SDC funding sources there are several potential new funding tools and techniques that can be considered to address potential funding gaps. Based on experience in other Oregon cities, these funding techniques include:

- Citywide SDCs
- Supplemental SDCs (within Town Center only)
- Utility Rates and surcharges
- Urban Renewal Area (Tax Increment Financing)
- Local Improvement Districts
- Reimbursement Districts
- Development Agreements with Special Assessments
- Debt Financing (public)

Evaluation of Funding Techniques

An evaluation of funding options was conducted to ascertain the relative merits of the potential funding measures identified above. The evaluation criteria used for the Town Center Infrastructure Funding Plan included consideration of how a funding technique would impact housing costs, equity impacts and

other criteria listed below. A score of 1 (least positive impact) to 5 (most positive impact) was assigned to each funding technique using the following criterion.

Near-Term and Long-term Capital Funding Amount Raised

Each funding technique has the potential of increasing revenue to the city that can be used to fund or finance construction of public facilities. In some cases, such as with the use of SDCs and LIDs, the funds generated can only be used for eligible capital projects. In other cases, such as with utility rates, the funds can be used for operations or capital improvements. In general, the broader the assessment area (e.g., citywide assessment vs. special district), the greater the potential revenue. A score of 1 (low) to 5 (high) was assigned to each funding technique based on the anticipated level of capital funding it would generate over time.

Flexible Funding

The ability to address infrastructure capital facility requirements or maintenance needs which arise over time is another consideration. While each funding technique that has been identified has some restrictions on how funds will be used, the ability to allocate revenues to various capital needs can provide the city with flexibility to address unanticipated needs and leverage non-local grants or developer contributions. For example, utility charges and special assessments are far more flexible than SDCs in how they can be used. A score of 1 (low) to 5 (high) was assigned to each funding technique based on the level of restrictions that would be place.

Ease of Implementation

Ease of Implementation refers to the city administrative cost required to implement the funding technique. Some funding sources, such as utility rates and SDCs do not require public votes to enact and therefore are easier to implement than funding sources that require a public vote or legal formation steps such as a new limited general obligation (G.O.) Bond or the formation of an LID. A score of 1 (low) to 5 (high) was assigned to each funding scenario, based on the relative ease of implementation to enact the relevant funding options.

Administration Costs

The cost to the city (staff time) of administering a new funding technique is an important consideration, which can result in short-term and long-term cost considerations. In general, augmenting an existing funding technique, such as a utility surcharge increase, is typically less costly than creating and maintaining a new funding technique, such an LID or urban renewal district. A score of 1 (low) to 5 (high) was assigned based on the anticipated level of administrative costs and staff time that would be required.

Market Acceptance

This criteria reflects the relative level of acceptance that developers would likely have for each of the funding techniques being evaluated. Typically, developers are more receptive to fees or charges that do not directly impact the cost of construction. Funding sources, such as SDCs and LIDs are generally less favorable to developers in comparison to utility rates or urban renewal areas that provide tax increment

financing for public facilities. A score of 1 (low) to 5 (high) was assigned to each funding technique based on its relative market acceptance from a developer's perspective.

Impact on the Cost of Housing

Consideration is given to how each option would impact housing costs within the Town Center. Funding techniques that tend to be passed directly on to homebuilders and homebuyers (such as SDCs and LIDs) have a more direct impact on housing prices than other techniques such as utility rate surcharges or urban renewal district funding through tax increment financing. A score was assigned ranging from least favorable impact/higher relative cost (1) to most favorable impact/lower relative cost (5).

Funding Evaluation Summary

A total score was computed for each funding technique based on the sum of the score in each criterion. The cumulative total score was then used to rank each funding option. Based on the results shown in **Exhibit 12**, the local funding techniques with the highest scores are shown below and are recommended for additional consideration:

- **Urban Renewal District.** The City can create an URD within the Town Center area that generates Tax Increment Financing (TIF) revenue derived from net new assessed property value that occurs over time. TIF revenue can be utilized for public facility capital improvements identified in an adopted Urban Renewal Plan.
- **Citywide System Development Charge** focused primarily on transportation and parks systems. Given the community-wide benefits that would be generated within the redeveloped Town Center, the City could consider including all or portions of major public facility elements (capacity increasing share only) in a citywide SDC update.
- **Stormwater Utility Fee Surcharge.** Considering the costs associated with retrofitting and maintaining *green streets*, a utility surcharge could generate a dedicated source of funding and could be utilized to finance interfund loans for advanced financing of initial catalyst improvements.
- **City Bond or Debt Issuance.** In order to advance construction of major transportation improvements and sewer/water/storm systems, the City and/or the Urban Renewal Agency should consider its ability to combine various existing and new sources of funding and dedicate that revenue to related debt principal and interest.

A preliminary analysis of these funding techniques is provided in **Appendix B**. Key findings include:

- A new Town Center Urban Renewal District is likely to support maximum indebtedness of approximately \$40 million before revenue sharing (if any). This funding technique received the highest overall evaluation score and would help address the majority of expected capital facility funding gaps for transportation, sanitary sewer and stormwater.
- A citywide TSDC increase of approximately \$2,000 per peak hour vehicle trip would be expected to address approximately half of the transportation funding gap or \$16 million.

- A special Town Center assessment on surface parking of \$7/month per surface stall could support nearly \$1.8 million in stormwater facility improvements and related “green street” maintenance.
- The City could consider advance financing through Business Oregon loan programs, limited GO Bonds (which do not require voter approval) or interfund loans (e.g., loans from the water fund to the sewer fund) for sanitary sewer or stormwater improvements, which would be repaid from rates or one of the new funding sources identified.
- The City could entertain a policy that provides developer 50% or more reimbursement for costs associated with on-site stormwater improvements using funds from one of the aforementioned revenue sources.

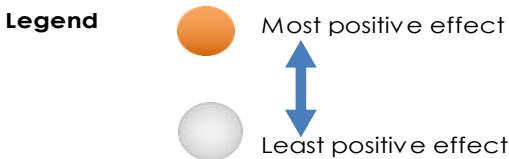
Exhibit 12

**Wilsonville Town Center
Local Funding Options**

DRAFT

Funding Technique	Evaluation Criteria							TOTAL	Avg. Score
	Near-term Funding Raised	Long-term Funding Raised	Flexible Funding	Ease of Implementation	Ongoing Admin. Costs to City	Market Acceptance	Housing Cost Impact		
Urban Renewal Area (URA)									4.3
Update System Dev. Charges Citywide (SDCs)									3.5
Utility Fee Surcharge for stormwater (based on surface parking)									3.9
City Bond or Debt Issue (councilmatic)									4.3
Special Assessment District (business license fee surcharge)									3.3
System Development Charge Overlay (SDCs)									2.4
Developer Agreements (with Special Assessment)									2.3
Local Improvement District*									2.4

* assumes developer(s) advance financing through development agreement(s) for new district.



Funding Plan and Implementation Actions

Implementing the funding plan for the Town Center will require a series of actions that will each require continued cooperation with public and private stakeholders over the next few years. As the timing of future development becomes more certain, and the cost and phasing of major public facilities is solidified, this funding plan will need to be amended to reflect such changes.

The purpose of this funding plan is to identify the actions that the City should take to move forward with the findings identified above. Overall recommendations for funding public facilities in the Town Center are identified in **Exhibit 13**. Once these funding sources are established, the City will be in a better position to consider the issuance of advance financing (debt) to construct strategic public facility investments.

Exhibit 13. Draft Capital Funding Plan

Public Facility	Primary Funding Sources				
	Existing Water/Sewer Utility Rate Rev.	Update Citywide Streets and Parks SDCs	New Town Center Special Assessment	New Town Center Urban Renewal Dist.	Developer Dedications
Parks		✓		✓	
Streets and Bike/Ped		✓		✓	
Water	✓				
Sanitary Sewer	✓			✓	
Stormwater	✓		✓	✓	✓

Near-term Actions (years 1-2)

1. City Council to discuss and refine the Town Center Infrastructure Funding Plan based on community input.
2. City updates and adopts the citywide transportation and parks SDC methodology report with new rates and charges.
3. City prepares and adopts a Town Center Urban Renewal Plan.
4. City refines and implements a special assessment for the Town Center focused on a share of stormwater capital improvements and maintenance requirements.
5. As new development occurs, City establishes development agreements that clearly identifies public facility requirements, cost shares that apply to future Town Center construction permits.

APPENDIX A

PUBLIC FACILITY COST ESTIMATES

Capital Cost Estimates by David Evans

5/25/2022

Project Number	Project Name	Cost Estimate (Design/Const /ROW)	SDC Category
IN-1	I-5 Bike/Pedestrian Bridge Gateway	\$ 15,000,000	Transportation
IN-2	Park Place Redesign (Town Center Loop to Northern Edge of Town Center Park)	\$ 6,016,685	Transportation
IN-3	Park Place Redesign (Town Center Park to Courtside Drive, Framework Project)	\$ 3,557,920	Transportation
IN-4	Park Place Extension(Courtside Drive to Wilsonville Road, Framework Project)	\$ 7,207,510	Transportation
IN-5	Courtside Drive Improvements (Park Place to Town Center Loop E)	\$ 5,010,740	Transportation
IN-6	Courtside Drive Extension (Park Place East to Town Center Loop W, Framework Project)	\$ 5,873,760	Transportation
IN-7	Wilsonville Road Intersection Modifications	\$ 2,462,155	Transportation
IN-8	Town Center Loop W Modifications	\$ 2,666,805	Transportation
IN-9	Local Road Network	N/A	N/A
IN-10	Park Place Promenade Redesign	\$ 2,628,740	Transportation
IN-11	Cycle Tracks	\$ 1,790,770	Transportation
IN-12	Promenade (Framework Project)	\$ 2,035,015	Transportation
IN-13	Town Center Skatepark	\$ 954,015	Parks
IN-14	Water, Sewer and Stormwater System Upgrades	\$ 34,986,525	



TOTAL \$ 90,190,640

IN-14	Storm System Upgrades	\$ 15,797,330
IN-14	Sanitary System Upgrades*	\$ 9,905,300
IN-14	Water System Upgrades	\$ 9,283,895
SUBTOTAL		\$ 34,986,525

* excludes private lines of 8" diameter or less.

APPENDIX B

SUPPLEMENTAL REVENUE ANALYSIS

In addition to the existing SDC funding sources there are several potential new funding tools and techniques that the City of Wilsonville can consider for addressing potential public facility funding gaps. Based on experience in other Oregon cities, these funding techniques include:

- Citywide SDCs
- Supplemental SDCs (within Town Center only)
- Utility Rates and surcharges
- Urban Renewal Area (Tax Increment Financing)
- Local Improvement Districts
- Reimbursement Districts
- Development Agreements with Special Assessments
- Debt Financing (public)

Citywide SDCs

ORS 223.297 – 223.314 provides “a uniform framework for the imposition of system development charges by governmental units” and establishes “that the charges may be used only for capital improvements.” An SDC can be formulated to include one or both of the following components: (1) a reimbursement fee, intended to recover an equitable share of the cost of facilities already constructed or under construction and (2) an improvement fee, intended to recover a fair share of future, planned, capital improvements needed to increase the capacity of the system. ORS 222.299 defines “capital improvements” as facilities or assets used for:

- Water supply, treatment and distribution;
- Wastewater collection, transmission, treatment and disposal;
- Drainage and flood control;
- Transportation; or
- Parks and recreation.

SDCs may include an “improvement fee” for new facilities and a “reimbursement fee” associated with capital improvements already constructed. SDCs cannot be used for operation or routine maintenance.

Wilsonville already collects SDCs for the above-mentioned categories and may apply SDC funding to designated Town Center capital improvements that enhance capacity as required to address future growth needs. Potentially applicable facilities include streets, transit facilities, pedestrian and bicycle facilities, storm drainage and flood control improvements.

In order to enhance SDC revenues and allocate SDC funds, the city should consider updating its citywide SDC methodology reports for transportation, parks and storm water facilities. This would

entail an update to the capital facilities program list, cost estimates, and calculation of improvement fee and reimbursement fee calculations. Key objectives of the SDC updates could focus on:

- **Full Cost Recovery** (with the inclusion of transportation projects identified in the current Town Center capital facilities plan).
- **Bike, pedestrian and transit facilities elements** (relates to Full Cost Recovery for street and pedestrian, bicycle and transit facility improvements).
- **Incentive-Based SDCs** (SDC adjustment/reduction with potentially lower trip generation rates for Town Center development due to on-site travel demand management techniques which lower peak-trip generation).

Oregon law requires that the city provide an SDC credit to developers who construct a qualified public facility improvement that has been adopted on the SDC project list. The amount of credit that is provided and the terms of how the credit is issued (cash or voucher) varies depending upon the facility type, location and level of private investment.

A preliminary analysis provided below indicates that a citywide Transportation SDC increase of approximately \$1,996 per peak hour vehicle trip would be required to address 50% of the \$31.8 million funding gap associated with Town Center transportation improvement costs. Hence, the overall citywide TSDC rate would need to increase from \$6,631 per peak hour vehicle trip to \$8,627 under this scenario, with other assumptions being equal.

Rather than creating/adopting an SDC overlay for the Town Center (which may result in higher fees that discourage redevelopment there), the city may desire to revisit its overall Transportation SDC methodology for calculating citywide SDCs, with a Town Center subarea that results in lower rates in that location).

Concurrent with the TSDC update, the city should also consider updating the citywide Parks SDCs. This would create an opportunity to evaluate the impact of including “linear parks and pathway” projects in the Parks SDC capital project list instead of including those projects on the Transportation SDC project list. This could have the advantage of lowering TSDC rates and may or may not increase the overall Parks SDCs after existing and planned levels of service characteristics are determined.

Supplemental SDCs

In addition to the citywide SDC charges, a special district or overlay charge may also be considered. These supplemental SDCs on new development will help the City generate additional revenue to address the cost of new infrastructure investments that are required to maintain current levels of service. For example, a \$5,000 per dwelling supplemental transportation SDC in the Town Center area (with 2,000 net new dwelling units expected over the next 20 years) could generate \$10 million in revenue to be used for SDC-eligible water capital projects.

FCS evaluated the level of supplemental SDCs required for the city to “break even” with respect to the city share of infrastructure capital cost requirements. For example, as shown in the table below a supplemental Town Center Area Transportation SDC of \$14,109 per peak hour vehicle trip would be required to address 50% of the transportation funding gap. Hence, the overall Town Center TSDC rate would need to increase from \$6,631 per peak hour vehicle trip to \$20,740 under this scenario,

with other assumptions being equal. The results indicate that supplemental transportation SDCs and stormwater SDCs may result in significant cost burdens on new development that would hamper future development potential.

SDC or Special Assessment needed to address transportation or stormwater funding gap....

	Transportation	Stormwater	
Gap Funding Requirement	(\$31,813,850)	(\$7,374,915)	

Sensitivity Analysis:	@25% of Gap	@50% of Gap	@100% of Gap	Unit
Town Center Surcharge Analysis				
Transportation SDC	(\$7,055)	(\$14,109)	(\$28,219)	per ERU
Stormwater Special Assessment	(\$1,635)	(\$3,271)	(\$6,541)	per ERU
Citywide Surcharge Analysis				
Transportation SDC		(\$1,996)	(\$3,992)	per ERU
Stormwater Special Assessment		(\$3,271)	(\$6,541)	per ERU

Local Improvement District

Cities in Oregon have the statutory authority to establish local improvement districts and levy special assessments on the benefited property to pay for improvements. These are payable in annual installments for up to 30 years. LIDs are generally used for capital improvement projects that benefit numerous large tenants and/or private property owners. The formation of LID districts could be considered as a potential primary source of funding Town Center streetscape improvements because there will be direct benefits to multiple property owners.

The primary advantage of LIDs is the ability to attain a consistent level of revenue generation early in the development process. Financial intermediaries, such as banks, now view LIDs as a more reliable funding source than some funding sources (such as SDCs) and therefore are more apt to provide loans based on future LID revenue streams.

Reimbursement District

Similar to LIDs, cities can negotiate public/private advance financing arrangements with developers, where a developer agrees to front capital improvements/investment within a designated zone of benefit district (ZBD). The developer is then partially reimbursed as new land use development approvals are granted within the ZBD over a period that usually extends 10-15 years. While ZBDs have been successfully utilized in Wilsonville in the past, there is no guarantee that future revenues will be as steady and reliable as with the LID or property tax assessments.

Economic Improvement District

Cities may establish an Economic Improvement District (EID) or business improvement district (BID) to create additional revenue for targeted infrastructure improvements or enhanced operating/advertising services (e.g., special signage, lighting and landscaping at key gateways). EIDs

require the formation of a special benefit district area, identification of improvements and services to be funded, along with an assessment mechanism and methodology report that is subject to approval by more than 33% of businesses within the district. In Oregon, most EIDs are limited to relatively small annual assessments and used to enhance maintenance and marketing activities. For analysis purposes, FCS GROUP evaluated the revenue generation potential from a local special EID assessment on building floor area and parking within the Town Center.

For example, as shown in the table below, a bond or loan for capital improvements could be secured through a special assessment based on existing and future building floor area or parking stalls. Preliminary analysis as shown in the table below indicates that a \$4 million bond could be funded through a special assessment, such as an LID or EID, that equates to \$5.00 per SF (one-time fee) or \$0.26 per SF per year for 20 years.

Special Assessment Analysis based on Existing SF of Floor Area ...

	Low	Middle	High
Capital Amount	\$4,000,000	\$5,000,000	\$6,000,000
Existing ERUs	405	405	405
Existing + Future ERUs	2,660	2,660	2,660
Net New ERUs	2,255	2,255	2,255
Average Cost per ERU			
Weighted Avg. LID Cost per ERU	(\$5,825)	(\$7,281)	(\$8,738)
Equivalent 1 time Special Assessment per SF of Floor Area	\$5.00	\$6.25	\$7.50
LID Cost as Avg. Annual Assessment per ERU**	(\$467)	(\$584)	(\$701)
Annual Business License Fee per SF of Non-Res Floor Area*	\$0.26	\$0.33	\$0.39

* As Business License Fee surcharge within Economic Improvement District per ORS 223.144. Requires 33%+ approval by businesses.

* assumes:	799,530	existing s.f. of non-res floor area
interest rate	5%	
Years to maturity	20	

Utility Fees and Connection Charges

Utility rates and connection charges are a common way to raise local revenues to pay for required infrastructure facilities and operations but require approval and adoption by the City (utility district) and must meet state and local regulations.

In light of the fact that the City of Wilsonville has relatively high combined water and sewer rates (in comparison to other cities in the greater Portland region), a rate overlay district that results in higher water or sewer rates for the Town Center area may render the area less competitive and is not recommended at this time.

Given the significant level of funding gaps that are expected for stormwater facilities in the Town Center, the city may desire to implement a stormwater utility fee surcharge based on existing and future surface parking stalls. A preliminary analysis indicates that a surcharge of surface parking stalls

of \$7 per month would generate enough revenue to finance approximately \$1.8 million of the funding gap for stormwater facilities.

Special Assessment Analysis based on Parking Stalls...

Stormwater Capital Revenue Requirement	\$ 1,843,729	25% of Gap
Existing Parking Stalls	1,346 stalls	
Proj. Parking Stalls in Year 20	2,438 stalls	
Stormwater LID charge at 25% of Gap	\$1,370	per stall
equivalent monthly payment	(\$9)	per stall
or Monthly Utility Fee Surcharge		
Based on existing stalls	(\$9)	per stall
Based on future stalls	(\$5)	per stall
Based on midpoint	(\$7)	per stall

Urban Renewal District

There may be opportunities to utilize funding from the creation of a new Town Center Urban Renewal District (URD) for eligible economic development improvements. In many cases, URD funds are combined with other local funding sources (e.g., SDCs) to leverage non-local grants or loans.

Maximum Indebtedness Requirements

After the passage of House Bill 3056 (passed by the Oregon Legislature in 2009) urban renewal agencies have new limits on the amounts of maximum indebtedness (MI) in an urban renewal plan adopted after January 1, 2010.

- If the total “frozen tax base” is \$50 million or less, the total MI may not exceed \$50 million.
- If the frozen base is more than \$50 million, but less than or equal to \$150 million, then MI may not exceed \$50 million, plus ½ of the difference between \$50 million and \$150 million.
- If the total frozen base is greater than \$150 million, the total MI may not exceed \$100 million, plus 35% of the amount over \$150 million (this is the case in the Town Center where the current tax base is approximately \$173.9 million).

Revenue Sharing Possibilities

There are also new possibilities for revenue sharing with overlapping districts for plans adopted or substantially amended to increase MI after January 1, 2010.

- Revenue sharing among overlapping tax districts begins in the later of the 11th year after the initial plan was adopted, or when TIF collections equal or exceed 10% of the initial MI.
- For any year when TIF collections equal or exceed 10% of the initial MI, but are less than 12.5% of the initial MI, the UR agency receives the 10%, plus 25% of the tax increment between 10% and 12.5%. Overlapping tax districts receive 75% of the tax increment between 10% and 12.5%.

- For any year when TIF collections equal or exceed 12.5% of the initial MI, the UR agency receives the 12.5% tax increment, and any tax increment collections greater than 12.5% are distributed to overlapping taxing districts.

Concurrence Waivers

Variations in the maximum indebtedness requirements and the revenues sharing provisions can occur if the municipality obtains the written concurrence of the overlapping tax districts that impose at least 75% of the taxes imposed under the permanent rate limits in the URD.

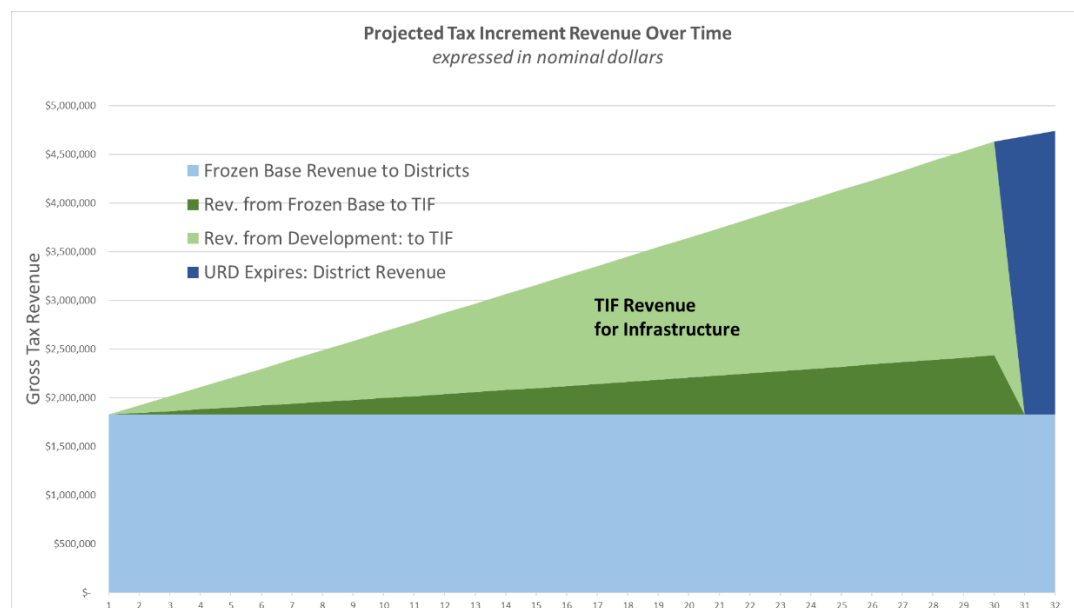
In light of these and other URD provisions, the city of Wilsonville may consider an expansion of an existing URD or the creation of a new district.

Preliminary URD Findings

A preliminary URD analysis indicates that a new Town Center URD could support approximately \$40+ million in maximum indebtedness before accounting for revenue sharing among affected taxing districts. Hence, a new URD could be an excellent long-term funding option.

The analysis assumes that future redevelopment within the Town Center over the next 30 years will yield an increase of \$230 million in net new assessed valuation, including \$116.1 million from land not designated as Vertical Housing Tax Zone (VHTZ) and \$114.1 million from land designated as VHTZ. The VHTZ provides a limited 10-year property tax abatement for building improvements. The level of tax abatement ranges from 40% to 60% depending on the number of upper-levels added.

A sensitivity analysis of two prototype buildings was conducted as part of this funding plan. The results indicate that the potential net new AV for a 3-level mixed use building in a VHTZ would be approximate 19% less than what a non VHTZ building would generate. Similarly, the net new AV from a 4-level mixed use building in a VHTZ would be approximate 28% less than what a non VHTZ building would generate. For analysis purposes, the more conservative future of 28% net tax revenue abatement was assumed for this funding analysis.



Analysis of Tax Lots in Town Center Area by Quintile Tier

Sensitivity Analysis 1: Private Tax Lots at Full Development*

Non VHTZ Private Tax Lots	RMV	AV	Acres
Existing Value	\$152,580,195	\$96,199,105	38.0
Net New AV Expected		\$116,120,752	
Net New AV After Abatement in VHDZ		n/a	

Sensitivity Analysis 2: Private Tax Lots in VHDZ at Full Development*

VHTZ Private Tax Lots	RMV	AV	Acres
Existing Value	\$114,397,356	\$77,671,858	69.6
Net New AV Expected		\$158,511,684	
Net New AV After Abatement in VHDZ		\$114,128,412	

* Assumes 72% of total AV is collected after abatement by year 30.

Sensitivity Analysis 3: Private Tax Lots at Full Development*

Sum of Private Tax Lots	RMV	AV	Acres
Existing Value	\$266,977,551	\$173,870,963	107.6
Net New AV Expected		\$274,632,435	
Net New AV After Abatement*		\$230,249,164	

* Assumes 72% of total AV is collected after abatement by year 30.

The preliminary URD analysis takes into account existing property tax rates and assumes that of the total affected tax rate for the area would be approximately (10.5121) which is lower than the overall total tax rate (18.6906) after taking into account limitations and exemptions.

The resulting estimated net maximum indebtedness for the Town Center before revenue sharing is shown below...

URA Prelim. Feasibility Findings

Education Total *	\$ 19,329,747
General Government	\$ 24,179,700
Total Gross TIF	\$ 43,509,446
Other Adjustments	\$ (1,860,446)
Net TIF (before revenue sharing)**	\$ 41,649,000

*No Direct Impact Due to State Funding Formula

** VHDZ analysis assumes 72% of gross AV is assessed after abatement.

Analysis assumes 30 years until buildout occurs

Debt Financing

The city or any of its enterprise utilities may incur debt to pay for capital facilities, such as water or sewer facilities and other “public” projects deemed to have a community benefit. The most typical forms of financing public infrastructure are through intergovernmental loans, bonds or bank loans. Bonds are a common means of financing projects whose benefits are not confined to a single local district.

Revenue bonds, for facilities such as water improvements, require an ongoing source of revenue that can be pledged to payment of debt service. A utility fee or local option levy combined with a Local Improvement District could generate payments for this purpose. A reserve requirement on revenue bonds would commit the City to maintain a bond reserve, which could be used to meet payments in the event pledged revenues fall short. This reserve is often set at the least of (a) 10 percent of the issue price of all new and outstanding parity bonds, (b) maximum annual debt service on all new and outstanding parity bonds, and (c) 1.25 times average annual debt service on all new and outstanding parity bonds. The reserve requirement is dictated by the terms of the bond resolution.

Limited General Obligation Bonds or Full faith and credit bonds do not require voter approval and they are not subject to debt service coverage requirements. However, like revenue bonds, an ongoing source of revenue would need to be pledged to protect the City’s general fund from added risk.

Development Agreements

The city of may use “Development Agreements” where a developer would agree to construct public facilities to local design standards as a condition of development. Development Agreements can provide the legal basis for significant public or private investments in infrastructure, and can include special assessments (in lieu fees) in the event specified improvements are not constructed by the developer.

The Development Agreement also provides assurances to the city and to the developer that the land use regulations that apply will not change during the term of the agreement. Agreements usually identify provisions for reservation or dedication of land for public purposes; responsibilities for providing infrastructure and services; and construction expenditure provisions for public facility investments.

Key provisions of development agreements typically include:

- Voluntary Agreements between private and public entities
- Usually entails private dedication of land, easements, and/or public facilities in exchange for development entitlements
- Private construction of public facilities to City design standards and limited O&M responsibilities (1-3 years)
- Non-remonstrance towards current and future fees and charges
- Developer may agree to provide advance financing for a portion of the project and request formation of a LID or Reimbursement and/or SDC credit for a share of costs they incur
- Vested rights (time of performance)

- Security bond
- Flexibility (minor and major amendments to the agreement)

Wilsonville could consider a development agreement with a special assessment like the one recently enacted in Wilsonville for the Frog Pond West Planning Area. The Wilsonville City Council enacted a Development Agreement with a special assessment (\$19,000 per dwelling unit) in the Frog Pond planning area. The special assessment is for road, sewer and parks improvements that are not part of the local SDC fee.

This special assessment approach is similar to the reimbursement district concept discussed above; whereas a developer that advances the financing for an eligible public facility could receive up to 100% reimbursement for their investment based on special assessment revenues that are generated over time. This approach tends to shift much of the infrastructure cost burden (and risk) onto the developer, yet allows the developer to potentially recoup their costs more fully than a typical SDC.

Exactions and Dedications

An exaction is a requirement that an owner give up a property right, such as an extra right-of-way, as a condition of approval of a land use decision. Local governments have the power to impose exactions based on zoning and regulatory power they possess. An exaction is constitutional if it complies with the test established in the landmark *Dolan v. City of Tigard*, 512 US 374, 114 Ct 2309, 129 L Ed 2d 304 (1994), which requires:

- The exaction must advance a legitimate public interest;
- The exaction must have an “essential nexus” to the state interest; and
- The exaction is “roughly proportional” to the impacts of the development being considered.

Dedications pertain to capital facility improvements that developers are required to construct and in-turn dedicate to the public for its use and/or ownership. On occasion, exactions and dedications can be used in combination, such as the requirement that a developer construct a public sidewalk along a roadway fronting their property when “major” improvements to the property are made.

Exactions and dedications are typically applied to “local facilities” such as streets and sidewalks or stormwater facilities that are directly related to a property being developed or improved. Other types of major public facilities, such as collector roads and water/sewer trunk lines and pump stations are better addressed (and funded) using one or more of the other funding techniques described herein.

This funding plan assumes that the City requires new development to dedicate a portion of stormwater facility improvements as new development occurs. For analysis purposes, it is assumed that approximately 50% of the private investment or value of these stormwater facility improvements is reimbursed to the developer through one or more of the funding mechanisms identified.



PLANNING COMMISSION

WEDNESDAY, OCTOBER 12, 2022

INFORMATIONAL

5. City Council Action Minutes (September 8 & 19, 2022) *(No staff presentation)*

City Council Meeting Action Minutes
September 8, 2022

City Council members present included:

Mayor Fitzgerald
Council President Akervall
Councilor Lehan - Excused
Councilor West - Excused
Councilor Linville

Cindy Luxhoj, Associate Planner
Kelsey Lewis, Grants & Programs Manager
Robert Wurpes, Chief of Police
Zachary Keirse, School Resource Officer
Mark Ottenad, Public/Government Affairs Director
Delora Kerber, Public Works Director
Chris Neamtzu, Community Development Director
Ryan Adams, Assistant City Attorney
Kimberly Rybold, Senior Planner
Zoe Mombert, Assistant to the City Manager
Dwight Brashear, Transit Director
Martin Montalvo, Public Works Ops. Manager

Staff present included:

Bryan Cosgrove, City Manager
Amanda Guile-Hinman, City Attorney
Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager
Dan Pauly, Planning Manager

AGENDA ITEM	ACTIONS
WORK SESSION	START: 5:05 p.m.
<ul style="list-style-type: none"> A. Frog Pond East and South Master Plan B. Transit Master Plan Update and Community Engagement Plan C. City of Wilsonville Flag Policy 	<p>Staff sought feedback on residential policies for Frog Pond East and South.</p> <p>Staff and consultants introduced the public engagement strategy for the Transit Master Plan (TMP) update.</p> <p>City Council reviewed a draft of the City Flag Policy and provide any feedback to staff.</p>
REGULAR MEETING	
<p><u>Mayor's Business</u></p> <ul style="list-style-type: none"> A. Oregon Highway Plan (OHP) Tolling Policy Amendment B. Upcoming Meetings 	<p>Council directed staff to include language requesting clear standards for public engagement in a comment letter to Oregon Transportation Commission on the proposed OHP Toll Amendment. Approved 3-0.</p> <p>Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.</p>
<p><u>Communications</u></p> <ul style="list-style-type: none"> A. School Resource Officer Vehicle Design 	<p>The Police Chief introduced the School Resource Officer (SRO). The SRO then shared details of work with Wilsonville High School students to create an SRO vehicle to make it</p>

<p>B. Employer Support of the Guard and Reserve (ESGR) Military Reservist Appreciation Award</p> <p>C. ODOT Update on Oregon Highway Plan (OHP) Toll Amendment and Regional Mobility Pricing Project (RMPP)</p>	<p>more identifiable to the student community and demonstrate school pride.</p> <p>The City received recognition from Employer Support of the Guard and Reserve (ESGR), a division of the U. S. Department of Defense, for the City of Wilsonville’s support of employees who serve in the National Guard or Military Reserves.</p> <p>The Oregon Department of Transportation (ODOT) shared details of the Regional Mobility Pricing Project and the I-205 Toll Project.</p>
<p><u>Consent Agenda</u></p> <p>A. Resolution No. 2995 A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute An Amendment To The Professional Services Contract With Leland Consulting Group, Inc. For The Wilsonville Transit Center TOD Study.</p> <p>B. Minutes of the August 15, 2022 City Council Meeting.</p>	<p>The Consent Agenda was approved 3-0.</p>
<p><u>New Business</u></p> <p>A. None.</p>	
<p><u>Continuing Business</u></p> <p>A. None.</p>	
<p><u>Public Hearing</u></p> <p>A. Ordinance No. 866 An Ordinance Of The City Of Wilsonville Annexing Approximately 11.17 Acres Of Property Located South Of SW Frog Pond Lane At 7480 And 7500 SW Frog Pond Lane For Development Of A 19-Lot Residential Subdivision.</p> <p>B. Ordinance No. 867 An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5-Acre (RRFF-5) Zone To The Residential Neighborhood (RN) Zone On Approximately 10.94 Acres Located South Of SW Frog Pond Lane At 7480 And 7500 SW Frog Pond Lane For Development Of A 19-Lot Residential Subdivision.</p>	<p>After a public hearing was conducted, Ordinance No. 866 was approved on first reading by a vote of 3-0.</p> <p>After a public hearing was conducted, Ordinance No. 867 was approved on first reading by a vote of 3-0.</p>

<u>City Manager's Business</u>	Reminded Council that a replacement for Tourism Promotion Committee would be needed, as Councilor Lehan would soon be terminating out of office.
<u>Legal Business</u>	The City Attorney announced she would be attending the next City Council meeting remotely as she would be out of office attending the ICMA conference.
ADJOURN	8:44 p.m.

Item 5.

City Council Meeting Action Minutes
September 19, 2022

City Council members present included:

Mayor Fitzgerald
Council President Akervall
Councilor Lehan
Councilor West
Councilor Linville

Dwight Brashear, Transit Director
Zoe Mombert, Assistant to the City Manager
Mark Ottenad, Public/Government Affairs Director
Georgia McAlister, Associate Planner
Zach Weigel, City Engineer
Andrea Villagrana, Human Resource Manager
Miranda Bateschell, Planning Director
Cindy Luxhoj, Associate Planner
Mike Nacrelli, Civil Engineer
Amy Pepper, Engineering Manager
Matt Lorenzen, Economic Development Manager
Andrew Barrett, Capital Projects Eng. Manager

Staff present included:

Bryan Cosgrove, City Manager
Amanda Guile-Hinman, City Attorney
Kimberly Veliz, City Recorder
Ryan Adams, Assistant City Attorney

AGENDA ITEM	ACTIONS
WORK SESSION	START: 5:06 p.m.
A. Aurora Airport Comprehensive Plan Policies	Staff presented and Council commented on draft airport good-neighbor policies to add to the Wilsonville Comprehensive Plan.
B. Draft 2023 Legislative Concepts	Council was informed of the draft 2023 Legislative Concepts by Wilsonville’s state legislators for potential introduction as legislation for the 2023 session of the Oregon Legislative Assembly.
C. Construction Excise Tax for Affordable Housing	Council directed staff to continue researching CET and other options for affordable housing.
REGULAR MEETING	
<u>Mayor’s Business</u>	
A. 2023 Legislative Concepts Request To Rep. Courtney Neron (HD-26)	Council approved 5-0, a set of legislative concepts to be considered by Wilsonville-area Representative Neron for the 2023 State legislative session.
B. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.
<u>Communications</u>	
A. None.	

Consent Agenda

The Consent Agenda was approved 5-0.

A. **Resolution No. 2985**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement Contract Amendment With Murraysmith, Inc. For Owner’s Representative Services For The Boeckman Road Corridor Project (Capital Improvement Project # 2102, 4205, 4206, 4212, And 7067).

B. **Resolution No. 2996**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Enter Into A Development Agreement With BTC III Grahams Ferry IC, LLC For Construction Of Oversized Public Water Infrastructure Improvements.

C. **Resolution No. 3000**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement Contract Amendment With Murraysmith, Inc. To Provide Final Design And Construction Support Services For The Charbonneau Lift Station Rehabilitation Project (Capital Improvement Project #2106).

D. Minutes of the September 8, 2022 City Council Meeting.

New Business

A. **Resolution No. 2986**

A Resolution Of The City Of Wilsonville Authorizing Acquisition Of Property And Property Interests Related To Construction Of The Willamette Water Supply Program Right-Of-Way Enhancement Projects.

Resolution No. 2986 was approved 5-0.

Continuing Business

A. **Ordinance No. 866**

An Ordinance Of The City Of Wilsonville Annexing Approximately 11.17 Acres Of Property Located South Of SW Frog Pond Lane At 7480 And 7500 SW Frog Pond Lane For Development Of A 19-Lot Residential Subdivision.

Ordinance No. 866 was adopted on second reading by a vote of 5-0.

<p>B. <u>Ordinance No. 867</u> An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5-Acre (RRFF-5) Zone To The Residential Neighborhood (RN) Zone On Approximately 10.94 Acres Located South Of SW Frog Pond Lane At 7480 And 7500 SW Frog Pond Lane For Development Of A 19-Lot Residential Subdivision.</p>	<p>Ordinance No. 867 was adopted on second reading by a vote of 5-0.</p>
<p><u>Public Hearing</u></p> <p>A. <u>Ordinance No. 868</u> An Ordinance Of The City Of Wilsonville Annexing Approximately 4.92 Acres Of Property Located North Of SW Frog Pond Lane At 7315 SW Frog Pond Lane For Development Of A 12-Lot Residential Subdivision.</p> <p>B. <u>Ordinance No. 869</u> An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5-Acre (RRFF-5) Zone To The Residential Neighborhood (RN) Zone On Approximately 4.07 Acres Located South Of SW Frog Pond Lane At 7314 SW Frog Pond Lane For Development Of A 12-Lot Residential Subdivision.</p>	<p>After a public hearing was conducted, Ordinance No. 868 was approved on first reading by a vote of 5-0.</p> <p>After a public hearing was conducted, Ordinance No. 869 was approved on first reading by a vote of 5-0.</p>
<p><u>City Manager's Business</u></p>	<p>No report.</p>
<p><u>Legal Business</u></p>	<p>No report.</p>
<p>URBAN RENEWAL AGENCY</p>	
<p><u>URA Consent Agenda</u></p> <p>A. <u>URA Resolution No. 329</u> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing The City Manager To Execute A Professional Services Agreement Contract Amendment With MurraySmith, Inc. For Owner's Representative Services For The Boeckman Road Corridor Project (Capital Improvement Project # 2102, 4205, 4206, 4212, And 7067).</p> <p>B. Minutes of the August 1, 2022 Urban Renewal Agency Meeting.</p>	<p>The URA Consent Agenda was approved 5-0.</p>
<p><u>New Business</u></p> <p>A. None.</p>	
<p><u>URA Public Hearing</u></p> <p>A. None.</p>	
<p>ADJOURN</p>	<p>8:26 p.m.</p>



PLANNING COMMISSION
WEDNESDAY, OCTOBER 12, 2022

INFORMATIONAL

6. 2022 PC Work Program (*No staff presentation*)

2022 DRAFT PC WORK PROGRAM SCHEDULE

Updated 10/05/2022

Item 6.

AGENDA ITEMS			
Date	Informational	Work Sessions	Public Hearings
JANUARY 12	CANCELLED		
January CCI Frog Pond East and South Community Forum 1			
FEBRUARY 9	•	• Frog Pond East and South MP	
MARCH 9	•	• Boeckman Road Corridor Overview	
APRIL 13	•	• Airport Related Comprehensive Plan Amendments • Frog Pond East and South MP	
MAY 11	• Town Center Infrastructure Funding Plan and Urban Renewal Strategic Plan Update	• Outreach Framework	
JUNE 8		• Frog Pond East and South MP	
JULY 13	• Outreach Framework	• Wastewater Treatment Plant Master Plan • Frog Pond East and South MP	
AUGUST 10		• Transit Master Plan • Frog Pond East and South MP	
SEPTEMBER 14		• Airport Good-Neighbor Policies • Wastewater Treatment Plant Master Plan • Frog Pond East and South MP	
OCTOBER 12	• TC Infrastructure Funding Plan	• Transit Master Plan	• Wastewater Treatment Plant Master Plan - POSTPONED
Frog Pond East and South MP (Special Work Sessions Sept 28th & Oct 19th)			
NOVEMBER 16*			• Airport Good-Neighbor Policies • Frog Pond East and South MP
DECEMBER 8			
JAN. 11, 2023			
2022 Projects		Future/Potential Fill In Projects	
<ul style="list-style-type: none"> • Annual Housing Report • TC Programming Plan • TC Ec Dev/Business Retention • Airport Comp Plan Element 		<ul style="list-style-type: none"> • Transit Center TOD • Recreation in Industrial Zones • Mobile Food Vendor Standards • Basalt Creek Zoning • Basalt Creek Infra. 	