



CITY COUNCIL AGENDA

August 04, 2025 at 7:00 PM

Wilsonville City Hall

PARTICIPANTS MAY ATTEND THE MEETING AT:

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

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

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

TO PARTICIPATE REMOTELY OR PROVIDE PUBLIC COMMENT:

Register with the City Recorder:

CityRecorder@wilsonvilleoregon.gov

Individuals may submit comments online at: <https://www.wilsonvilleoregon.gov/SpeakerCard>

via email to the address above, or may mail written comments to:

City Recorder – Wilsonville City Hall

29799 SW Town Center Loop East, Wilsonville, OR 97070

CITY COUNCIL MISSION STATEMENT

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

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

COUNCILORS' CONCERNS [5:05 PM]

PRE-COUNCIL WORK SESSION [5:10 PM]

- A. Parks Amenity Update (*Mombert/Goswami*) [15 min]
- B. [Wilsonville Industrial Land Readiness – Citywide Economic Opportunities Analysis \(*Pauly/Luxhoj*\)](#) [45 min.]
- C. [Special Legislative Session Update \(*Wild*\)](#) [10 min]

ADJOURN [6:20 PM]

Break to switch Zoom accounts [5 min.]

EXECUTIVE SESSION [6:25 PM]

ORS 192.660(2)(h) Legal Counsel/Litigation

ADJOURN [7:00 PM]

City Council
August 04, 2025

CITY COUNCIL MEETING

The following is a summary of the legislative and other matters to come before the Wilsonville City Council a regular session to be held, August 4, 2025 at City Hall. Legislative matters must have been filed in the office of the City Recorder by 10:00 a.m. on July 22, 2025. Remonstrances and other documents pertaining to any matters listed in said summary filed at or prior to the time of the meeting may be considered there with except where a time limit for filing has been fixed.

CALL TO ORDER [7:00 PM]

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

MAYOR'S BUSINESS [7:05 PM]

4. [Board/Commission Appointments](#)
5. Upcoming Meetings (Link to City Calendar: <https://www.wilsonvilleoregon.gov/calendar>)

COMMUNICATIONS [7:15 PM]

6. Civics Academy Project Presentation & Graduation (Mombert)
7. Recess for Photos & Refreshments

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS [8:00 PM]

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

COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS [8:15 PM]

8. Council President Berry
9. Councilor Dunwell
10. Councilor Cunningham
11. Councilor Shevlin

CONSENT AGENDA [8:35 PM]

12. [Resolution No. 3208](#)

[A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With Water Systems Consultants, Inc. To Provide Engineering Consulting Services For The Water Distribution System Master Plan Project \(Capital Improvement Project #1154\). \(Nacrelli\)](#)

13. [Minutes of the July 21, 2025 City Council Meeting. \(City Recorder\)](#)

NEW BUSINESS [8:40 PM]

14. [Resolution No. 3205](#)

[A Resolution Of The City Of Wilsonville Authorizing Acquisition Of Property And Property Interests Related To Construction Of The Brown Road Improvements Project, Capital Improvements Project \(CIP\) #4216. \(Rauthause\)](#)

CONTINUING BUSINESS [8:55 PM]

15. [Ordinance No. 899 - 2nd Reading \(Legislative Land Use\)](#)

[An Ordinance Of The City Of Wilsonville Adopting The Climate Friendly And Equitable Communities \(CFEC\) Parking Compliance Development Code Amendments. \(Pauly\)](#)

PUBLIC HEARING [9:00 PM]

CITY MANAGER'S BUSINESS [9:00 PM]

LEGAL BUSINESS [9:05 PM]

ADJOURN [9:10 PM]

INFORMATIONAL ITEMS – No Council Action Necessary

[Quarterly Update - Council Work Plan 2025-2026](#)

AN URBAN RENEWAL AGENCY MEETING WILL

IMMEDIATELY FOLLOW THE CITY COUNCIL MEETING

Time frames for agenda items are not time certain (i.e. agenda items may be considered earlier than indicated). The City will endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting by contacting Kimberly Veliz, City Recorder at 503-570-1506 or : 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.

Com niquese al 503-570-1506.



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: August 4, 2025		Subject: Wilsonville Industrial Land Readiness – Citywide Economic Opportunities Analysis Staff Members: Cindy Luxhoj AICP, Associate Planner; Dan Pauly AICP, Planning Manager; Matt Lorenzen, Economic Development Manager 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 checked="" type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: N/A	
Staff Recommendation: Provide input on the Citywide Economic Opportunities Analysis.			
Recommended Language for Motion: N/A			
Project / Issue Relates To:			
<input checked="" type="checkbox"/> Council Goals/Priorities: Attract high-quality industry and support economic opportunity for all in Wilsonville (2023-2025 City Council Goal)	<input checked="" type="checkbox"/> Adopted Master Plan(s): Wilsonville Economic Development Strategy; Wilsonville Comprehensive Plan; Basalt Creek Concept Plan; Coffee Creek Master Plan; Town Center Plan	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

Staff seeks input from the City Council on two key work products that inform the Economic Opportunities Analysis (EOA) for the Citywide portion of the Wilsonville Industrial Land Readiness (WILR) project to be adopted at the end of this year or in early 2026.

EXECUTIVE SUMMARY:

The Wilsonville Industrial Land Readiness (WILR) project includes two parts: one focused on the industrial area northwest of the City covered by the Basalt Creek Concept Plan (“Basalt Creek”) and the other focused “Citywide.” Both parts of the project aim to attract high-quality industry and expand economic opportunities in Wilsonville by establishing a regulatory, policy, and strategic framework.

The Citywide portion of the project is a broad review of development opportunities and challenges for the City’s industrial and commercial lands and updates Wilsonville’s Economic Opportunities Analysis (EOA), which was last revised in 2012. This EOA update provides Wilsonville with the opportunity to address the requirements of Goal 9 (Economic Development) of Oregon’s Statewide Land Use Planning Goals (Oregon Administrative Rules [OAR] 660-009) while updating the City’s vision for strengthening the local economy and providing adequate land to accommodate the next 20 years of employment growth.

Key tasks of the Citywide work, as further detailed in the table below, include analyzing market trends, inventorying employment lands, developing a long-term Economic Development Strategy for a 20-year planning horizon, and recommending refinements to the City’s Development Code to support anticipated economic activity. This updated EOA will serve as a companion to the City’s Housing Needs and Capacity Analysis, providing a comprehensive foundation for future decisions related to both residential and employment growth.

Key tasks and their purpose:

Task/Work Product	Purpose
Buildable Lands Inventory Memo	Identify the amount and characteristics of land available to support future development of industrial and commercial uses.
Economic Inventory and Potential Growth Forecasts Memo	Develop a foundational understanding of Wilsonville’s industrial and other employment landscape—the basis of the employment forecast that will be used to determine the City’s employment land need.
Site Suitability Analysis	Assess potential for development of industrial and other employment uses on select vacant industrial properties in the City.
Economic Opportunities Analysis	Synthesize knowledge gained from prior tasks to describe the City’s opportunities for economic growth. Determines industrial and other employment land need over the next 20 years.
Stakeholder Engagement	Engage decision-makers, an Advisory Committee, stakeholder interviews/focus groups, and the broader public in meaningful discussion of the City’s economic opportunities.
Economic Development Strategy	Develop strategies that focus on advancing key strategic projects with actionable implementation steps, integrating coordination and collaboration with community partners and critical stakeholders, to cultivate sustainable economic growth.

At this City Council work session, staff and ECONorthwest will present preliminary findings from two key work products:

- Buildable Lands Inventory (BLI) Memo; and
- Economic Inventory and Potential Growth Forecasts Memo.

Preliminary Findings

Buildable Lands Inventory Memo

The analysis found 366 acres of unconstrained buildable land available to support job growth within Wilsonville's City limits and the City's portion of the Metro urban growth boundary (UGB). The land includes 303 acres designated for industrial use, 45 acres undesignated but intended for industrial use, and 13 acres designated for commercial use (Attachment 1). In total, 96% of this land is either designated or intended for industrial development. After forecasting employment growth using the preferred rate (detailed in the next section), job numbers are converted to land demand based on employees per acre. This demand is then compared to the BLI's land supply to determine how much land is needed for future employment growth.

Economic Inventory and Potential Growth Forecasts Memo

Key findings of this analysis (Attachment 2) include:

- Commuting patterns: Based on commuting patterns of roughly 30,000 workers in 2022, nearly 20,000 commute into Wilsonville for work, while just over 10,000 commute out to work elsewhere; about 1,800 people both live and work in Wilsonville.
- Job growth: Wilsonville had about 23,100 covered jobs in 2023, with roughly 3,500 added since 2007 (1.0% average annual growth).
- High-wage sectors: In 2023, wages above the City average of \$77,904 were found in construction; manufacturing; wholesale trade; information; professional, scientific, and technical services; management of companies and enterprises; and government.
- Some economic development factors in Wilsonville (full list in Attachment 2):
 - Advantages: strategic location, proximity to growing industrial areas, access to a skilled and educated workforce, City-wide Wilsonville Investment Now (WIN) program, redevelopment potential, high quality of life
 - Challenges: limited supply of development-ready industrial land, presence of contractor establishments that complicate urban development, regional housing affordability challenges

EcoNorthwest identified four growth rates that could be used for the employment forecast for the 20-year planning horizon (2026-2046) including the following:

- Metro's Urban Growth Report 2024 (0.42%)
 - The rate that Metro is forecasting for employment growth across the region
- Oregon Employment Department (OED) Regional Employment Growth (0.85%)
 - The rate the State used to forecast employment growth for Clackamas, Washington, and Multnomah counties for the 2023-2033 period
- Historic Employment Growth in Wilsonville (2007-2023) (1.03%)
 - The rate for employment growth in Wilsonville between 2007-2023

- Housing Needs and Capacity Analysis (HNCA) Growth Rate (1.20%)
 - The rate from the Housing Needs and Capacity Analysis for growth of Wilsonville’s households over the 2025-2035 period; Households in Wilsonville grew by 2.5% per year between 2010-2023

Each employment forecast option results in a different estimate of how much land Wilsonville may need to support job growth over the next 20 years. There is no “correct” forecast. Selecting a forecast will shape the City’s long-term economic development and land use policies, so it is important that the forecast is based on realistic assumptions and reflects local priorities and vision. All the growth rates presented are reasonable and supported by available data. Considerations associated with each of these growth rates are included in the Economic Inventory and Potential Growth Forecasts Memo (Attachment 2) and will be discussed in more detail during the work session presentation.

Planning Commission Feedback

During discussion at their July 9 meeting, the Planning Commission indicated that they find the Buildable Lands Inventory methodology and preliminary findings reasonable and well-grounded. Further, their discussions support using the Oregon Employment Department (OED) Regional Employment Growth Rate of 0.85% for the employment forecast in the EOA to calculate land sufficiency. The Planning Commission finds the projection reasonable based on market analysis and employment trends. While Wilsonville has historically grown quickly, that pace is slowing as the city nears buildout. Significant investment is needed to develop remaining industrial land, so slower growth is expected over the next 5–10 years, with more development anticipated later in the 20-year planning period. Commercial growth will rely on redeveloping the Town Center and repurposing large vacant buildings. Hence, while the OED Employment Growth Rate is slower than Wilsonville’s historical average, it aligns with state and national trends and remains aspirational yet realistic. Staff is seeking the City Council’s input on whether they concur with the Planning Commission’s support of the OED Growth Rate or think a different growth rate better reflects Wilsonville’s employment growth vision.

Questions for City Council:

Following staff’s presentation, the City Council’s guidance is requested on the following:

- Buildable Lands Inventory (BLI)
 - Does the City Council concur with staff and the Planning Commission that the BLI methodology and preliminary findings are reasonable?
- Economic Inventory and Potential Growth Forecasts Memo
 - Does the City Council agree that using the OED Growth Rate of 0.85% to guide land need planning, as recommended by staff and the Planning Commission, is the best choice given the market analysis and employment trends anticipated for the 20-year planning horizon?

EXPECTED RESULTS:

Feedback from City Council at this work session will inform completion of the employment forecast and land sufficiency analysis, both key components of the EOA. This input will also help shape the Economic Development Strategy to cultivate sustainable economic growth in Wilsonville.

TIMELINE:

Work sessions with the City Council on the EOA and Economic Development Strategy are anticipated to occur throughout the rest of this year. EOA adoption hearings are expected at the end of this year or in early 2026.

CURRENT YEAR BUDGET IMPACTS:

Funding for the current work is allocated in the fiscal year 2025-26 Planning Division budget. The project is primarily funded by a \$290,000 Metro grant.

COMMUNITY INVOLVEMENT PROCESS:

Public engagement in this Citywide part of the WILR project focuses on involving decision-makers, an Advisory Committee, stakeholder interviews/focus groups, and the broader public in meaningful discussion of the City's economic opportunities. This information will be considered in formulating economic development strategies and preparing needed Comprehensive Plan and Code amendments.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

By identifying and implementing targeted economic development strategies, the City can eliminate key barriers to growth and advance its economic vision. These efforts will generate new jobs, expand the income and property tax base, and promote economic mobility by supporting access to family-wage employment. Ultimately, this will enhance the City's livability and ensure it remains a full-service community for all residents.

ALTERNATIVES:

As key strategic projects with actionable steps are identified and Citywide economic development strategies take shape, a range of alternatives will be explored in collaboration with the City Council.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Draft Buildable Lands Inventory Memo and Appendix (Methods and Definitions)
2. Draft Economic Inventory and Potential Growth Forecasts Memo

DATE: July 1, 2025
TO: City of Wilsonville
FROM: Nicole Underwood, Barrett Lewis, and Beth Goodman, ECONorthwest
SUBJECT: Wilsonville Economic Opportunity Analysis: Buildable Lands Inventory

The City of Wilsonville is undertaking an Economic Opportunities Analysis (EOA) to assess whether the city's existing supply of employment land is sufficient to support anticipated business and job growth between 2026 and 2046. This technical assessment will be paired with the development of an Economic Development Strategy, which will offer targeted policy recommendations and implementation steps to advance economic growth that aligns with local priorities.

This memorandum presents the findings of the Buildable Lands Inventory (BLI) for land designated for employment in Wilsonville. Specifically, it identifies the amount and characteristics of land available to support future *commercial* and *industrial* development. Ultimately, this memorandum will be incorporated as a chapter into Wilsonville's EOA and will inform the Economic Development Strategy.

Contents of This Memorandum:

- ◆ **Buildable Lands Inventory:** Summarizes the results of the commercial and industrial BLI for Wilsonville.
- ◆ **Appendix A – Methods and Definitions:** Describes the methodology and key definitions used in compiling the BLI for Wilsonville.

Buildable Lands Inventory

The **Buildable Lands Inventory (BLI)** identifies commercial and industrial lands available for employment-related development within the Wilsonville area. This area includes the city limits and Wilsonville's city limits and Wilsonville's portion of the Metro UGB.¹

The inventory is sometimes characterized as the *supply* of land available to support future employment growth. The amount of land needed to accommodate anticipated growth, often referred to as *demand* for land, depends on the type of employment-related development and other factors.

This section summarizes the results of the commercial and industrial buildable lands inventory for the Wilsonville city limits and UGB area. The analysis, conducted by ECONorthwest, is based on GIS data from the City of Wilsonville, Metro, and the State of Oregon. City staff reviewed the findings.

The BLI process includes the following steps:

1. Generate Study Area "land base"
2. Classify lands by buildable area status
3. Identify constraints
4. Verify the inventory results
5. Tabulate and map results

The remainder of this section presents the results of the BLI in both tabular and map formats. Appendix A provides a detailed explanation of the inventory methodology.

¹ This area includes the Wilsonville portion of the Basalt Creek Planning Area in the northwest quadrant of the city.



Land Base

The land base for the BLI includes all tax lots within the Wilsonville city limits and UGB area that fall under comprehensive plan designations that allow for employment. Table 1 provides a breakdown of the land base by Wilsonville Comprehensive Plan designation within Wilsonville.

Table 1. Employment Land Base by Wilsonville Comprehensive Plan Designation, Wilsonville city limits and UGB area, 2025

Plan Designation	Number of Tax Lots	Percent	Total Tax Lot Acreage	Percent (Total Acreage)
Commercial	297	32%	224	8%
Industrial	526	56%	1,819	63%
Town Center	57	6%	136	5%
Public	33	4%	480	17%
Undesignated	24	3%	216	8%
Total	937	100%	2,876	100%

Source: EConorthwest analysis, City of Wilsonville, Metro

Note: The number of tax lots represented is greater than the actual total number of tax lots in the analysis because several tax lots have multiple plan designations on the tax lot.

Buildable Area Status

Table 2 summarizes the total acres of commercial and industrial tax lots, classified by buildable area status. EConorthwest used a rule-based classification (described in Appendix B) to determine the initial development status. These classifications were then confirmed through a series of reviews by EConorthwest and City staff, based on local knowledge and review of aerial maps.

Table 2. Employment Acres by Classification and Wilsonville Comprehensive Plan Designation, Wilsonville city limits and UGB area, 2025

Plan Designation	Total Acres	Developed Acres	Constrained Acres	Buildable Acres
Commercial	224	194	25	4
Industrial	1,819	1,005	506	308
Town Center	136	125	2	9
Public	480	336	144	0.1
Undesignated	216	67	104	45
Total	2,876	1,729	782	366

Source: EConorthwest analysis, City of Wilsonville, Metro



Development Constraints

The BLI identifies the following conditions as constraints that prohibit development. These constraints are shown in Figure 1:

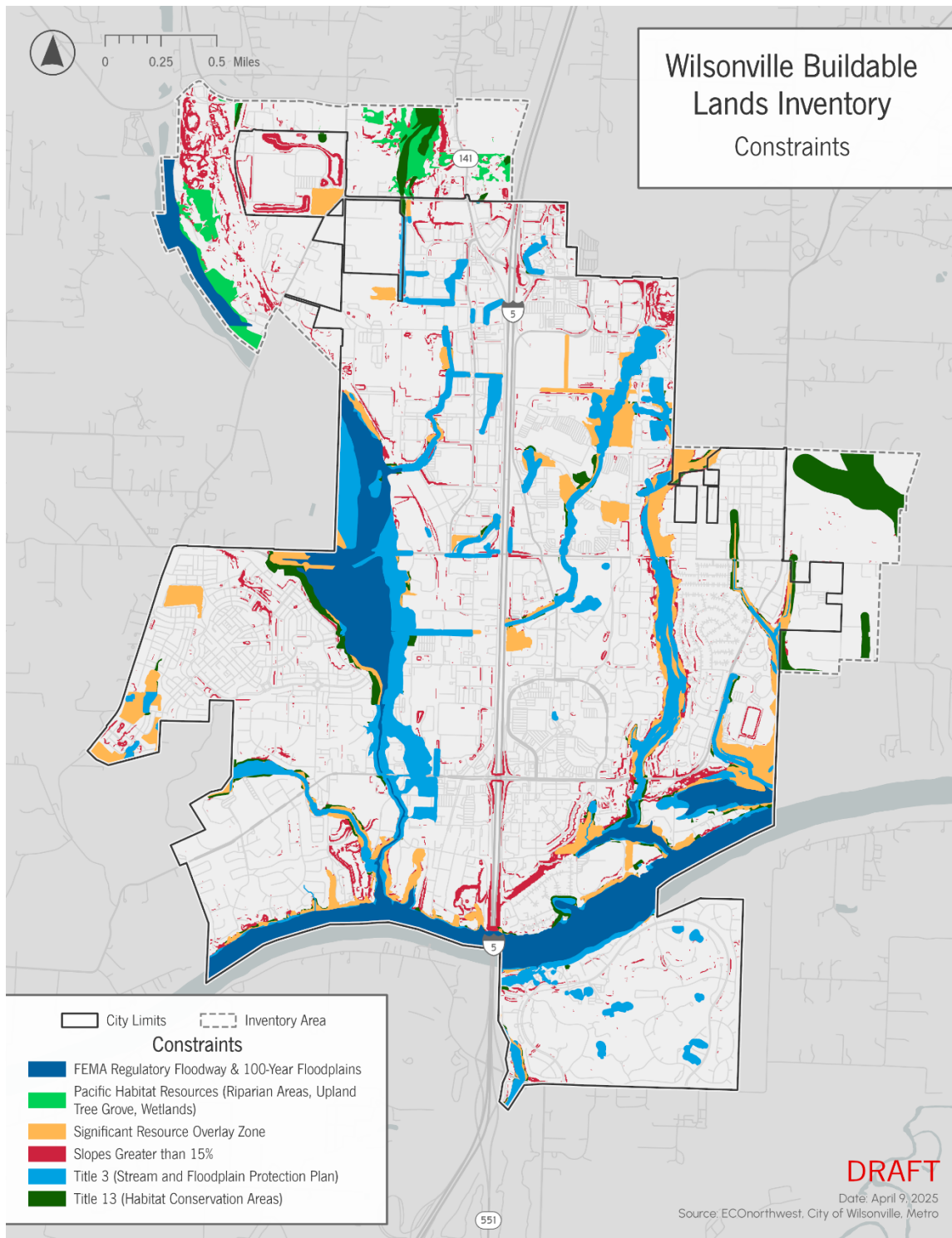
- ◆ FEMA 100-Year Floodplains and Regulatory Floodway
- ◆ High or very high landslide susceptibility
- ◆ Slopes greater than 15%
- ◆ Title 3 (Stream and Floodplain Protection Plan)
- ◆ Title 13 (Habitat Conservation Areas)
- ◆ Significant Resource Overlay Zone (SROZ)
- ◆ Pacific Habitat Services (riparian areas, upland tree groves, or wetlands) in the Basalt Creek area

Figure 2 shows buildable area status with constraints applied, resulting in buildable acres. Land classified as vacant or partially vacant and affected by these constraints is deemed unavailable for development and has been excluded from the inventory of buildable land.

It is important to note that tax lots shown as partially vacant in the map do not distinguish the part of the tax lot that is unavailable for development. However, the buildable lands inventory database accounts for these distinctions.



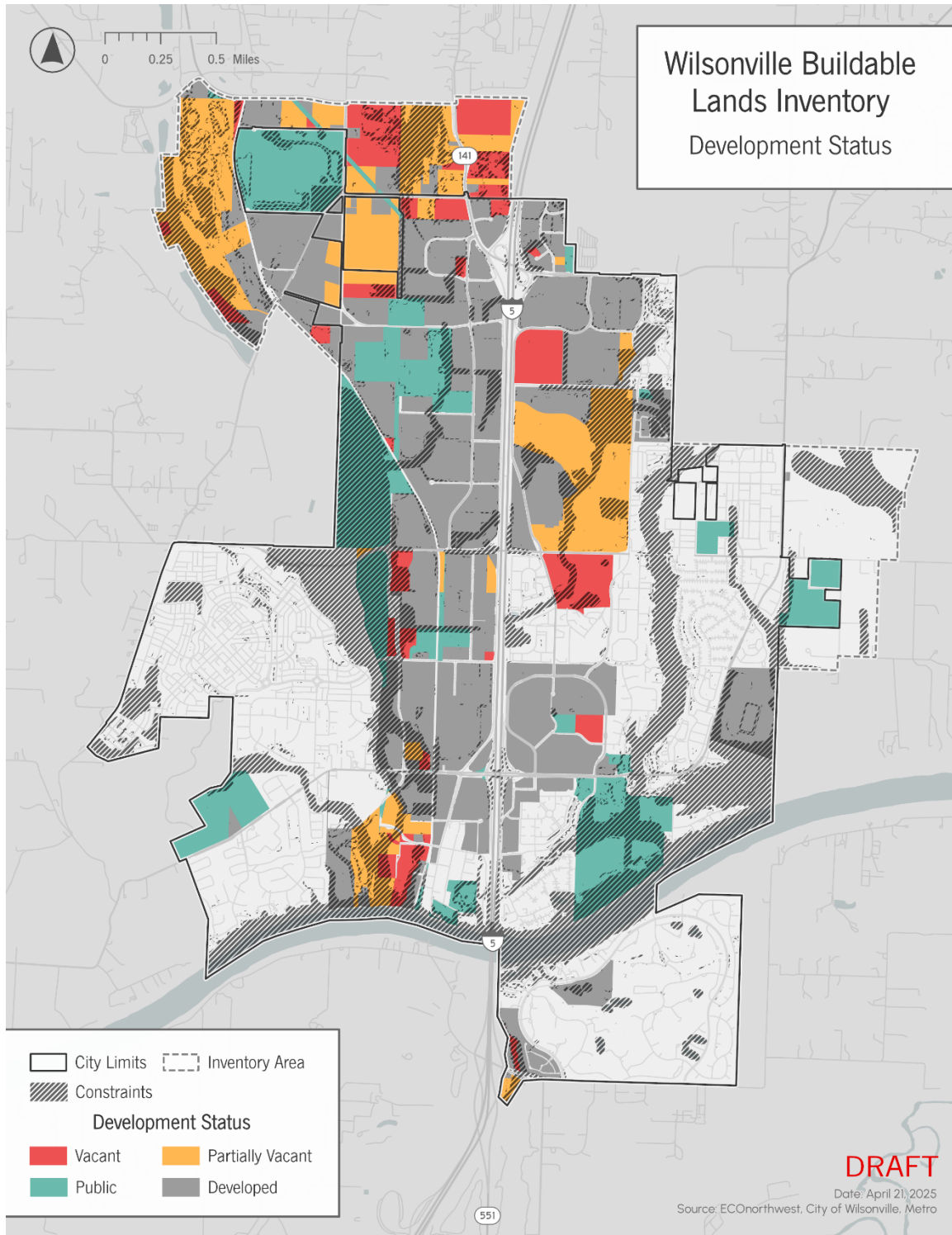
Figure 1. Development Constraints, Wilsonville city limits and UGB area, 2025



Source: EConorthwest analysis, City of Wilsonville, Metro, Pacific Habitat Services, USGS



Figure 2. Buildable Area Status with Constraints, Wilsonville city limits and UGB area, 2025



Source: ECONorthwest analysis, City of Wilsonville, Metro



Vacant Buildable Land

The next step in the BLI involved removing portions of vacant and partially vacant tax lots deemed unsuitable for development. Unsuitable areas fall into two categories:

1. Developed portions of partially vacant tax lots.
2. Areas affected by physical constraints (i.e., areas within wetlands, floodplains, steep slopes, etc.).

Table 3 presents the total buildable acres by Comprehensive Plan designation after these constraints have been deducted. This includes both vacant and partially vacant lands in the Wilsonville city limits and UGB area. Figure 3 shows a map of the buildable commercial and industrial lands within the Wilsonville city limits and UGB area, also categorized by Comprehensive Plan designation. Overall, the Wilsonville city limits and UGB area contains 366 total buildable acres available for future development.

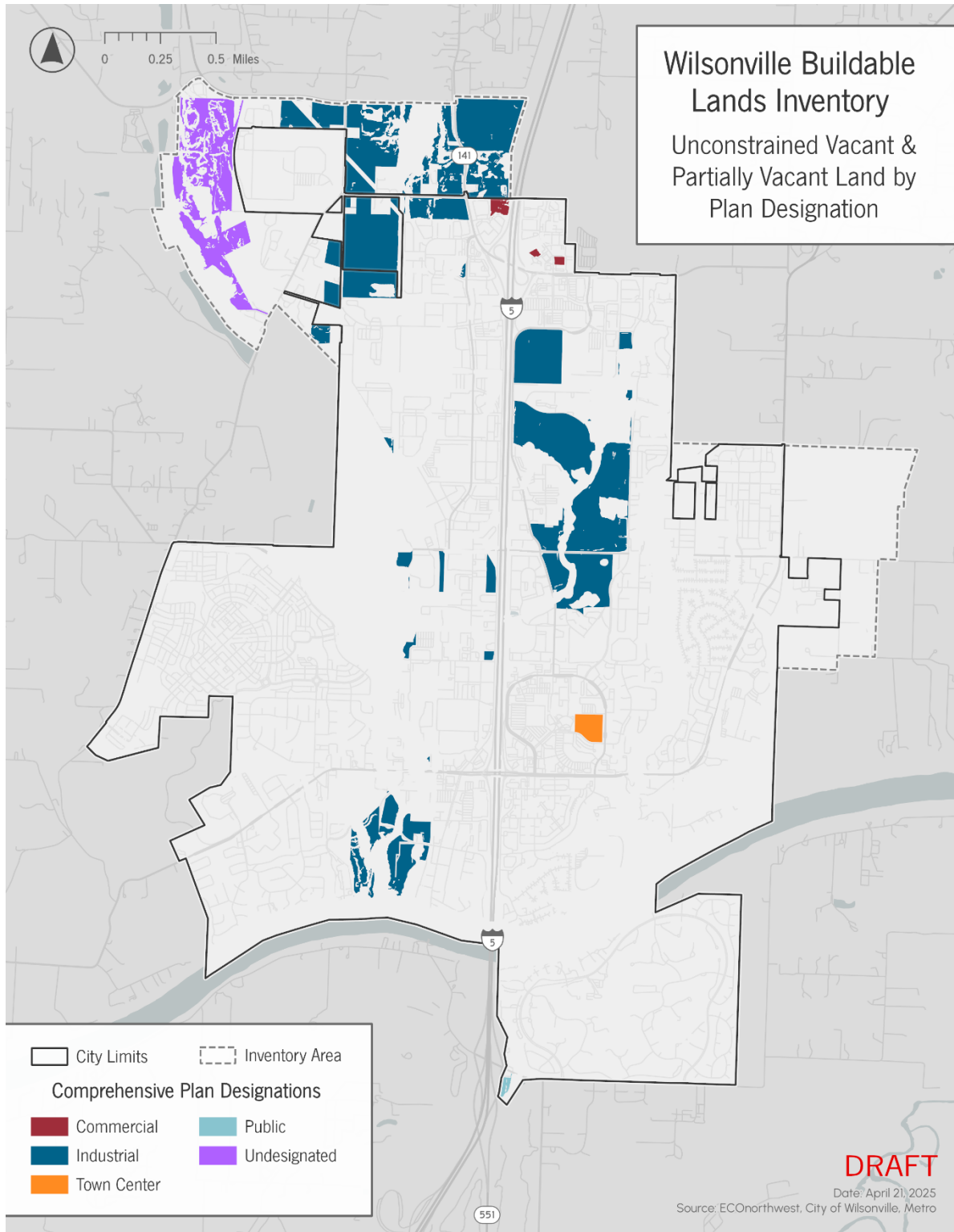
Table 3. Buildable Acres in Vacant/Partially Vacant Tax Lots by Wilsonville Comprehensive Plan Designation, Wilsonville city limits and UGB area, 2025

Plan Designation	Total Buildable Acres	Buildable Acres on Vacant Lots	Buildable Acres on Partially Vacant Lots
Commercial	4	4	0.3
Industrial	308	178	130
Town Center	9	9	-
Undesignated	45	1	44
Total	366	191	175

Source: ECONorthwest analysis, City of Wilsonville, Metro



Figure 3. Buildable Employment Land by Plan Designation, Wilsonville city limits and UGB area, 2025



Source: ECONorthwest analysis, City of Wilsonville, Metro



Table 4 shows the size of lots by plan designations for buildable employment land.

Table 4. Acres of Land and Number of Tax Lots by Plan Designation, Buildable Acres, Wilsonville city limits and UGB area, 2025

Plan Designation	Buildable Sites Size						
	0 - 0.5 Acres	0.5 - 1 Acres	1 - 2 Acres	2 - 5 Acres	5 - 10 Acres	10 - 25 Acres	25 - 50 Acres
Acres of Land by Plan Designation							
Commercial	0.3	1	-	3	-	-	-
Industrial	4	9	23	90	118	-	64
Town Center	-	-	2	-	7	-	-
Public	0.1	-	-	-	-	-	-
Undesignated	-	1	2	3	26	13	-
Acreage Total	5	11	26	97	151	13	64
Number of Tax lots by Plan Designation							
Commercial	1	1	-	1	-	-	-
Industrial	16	12	15	28	16	-	2
Town Center	-	-	1	-	1	-	-
Public	1	-	-	-	-	-	-
Undesignated	-	2	1	1	3	1	-
Tax Lot Total	18	15	17	30	20	1	2

Source: ECONorthwest analysis, City of Wilsonville, Metro



Appendix A – Methods and Definitions

The Buildable Lands Inventory (BLI) identifies commercial and industrial lands that are available for development for employment uses within Wilsonville. This appendix presents methods and definitions used to develop the commercial and industrial buildable lands inventory for Wilsonville.

Methods and Definitions

The BLI for Wilsonville includes all land that allows commercial and industrial uses within the Wilsonville city limits and Wilsonville’s portion of the Metro UGB.² From a practical perspective, land was included in the BLI if it met all the following criteria:

1. It is inside the Wilsonville city limits and UGB area
2. It is inside a tax lot (as defined by Metro), and
3. Its current zoning/comprehensive plan designation allows employment uses. *Note that tax lots do not generally include roads, railroad rights-of-ways, or water.*

The inventory then builds from the tax lot-level database to estimate buildable land by Comprehensive Plan designation.

Inventory Steps

The five steps in the BLI are:

1. Generate the study area “land base”
2. Classify lands by buildable area status
3. Identify constraints
4. Verify inventory results
5. Tabulate and map results

² This area includes the Wilsonville portion of the Basalt Creek Planning Area in the northwest quadrant of the city.



Step 1: Generate Study Area “Land Base”

The commercial and industrial inventory used all tax lots within the Wilsonville city limits and UGB area with the appropriate types of comprehensive plan designations that fall under those land use categories:

- ◆ Commercial (C)
- ◆ Industrial (I)
- ◆ Town Center (TC)
- ◆ Public (P)
- ◆ Undesignated

Figure 4 (on page 15) shows a map of these designations used in the BLI.

Step 2: Classify Lands by Buildable Area Status

In this step, ECONorthwest classified each tax lot with an employment plan designation (based on the definitions in Table 5) into one of four mutually exclusive categories based on buildable area status:

- ◆ Vacant land
- ◆ Partially vacant land
- ◆ Public land
- ◆ Developed land

ECONorthwest identified buildable land and classified buildable area status using a rule-based methodology, which identifies that that is buildable (vacant and partially vacant land). The rules are described in Table 5. The buildable area status classifications of the BLI land base are visualized in map format below in Figure 5.



Table 5. Rules for Buildable Area Status Classification

BUILDABLE AREA STATUS	DEFINITION	STATUTORY AUTHORITY
Vacant Land	Tax lots designated as vacant by Metro based on the following criteria: 1. Fully vacant based on Metro aerial photos 2. Tax lots with less than 2,000 square feet developed AND developed area is less than 10% of lot 3. Lots 95% or more vacant from GIS vacant land inventory.	OAR 660-009-0005(5); Oregon Metro BLI Methodology (2024) ³
Partially Vacant Land	A tax lot: 1) Between one and five acres occupied by a use that could still be further developed based on zoning; or 2) Equal to or larger than five acres where one half-acre or more is occupied by permanent buildings or improvements where excess land that could be further developed is present. This determination was based on a visual assessment and City staff verification.	No statutory definition
Public	Lands in public or semi-public ownership are considered unavailable for commercial or industrial development. This includes lands in Federal, State, County, or City ownership as well as lands owned by churches and other semi-public organizations and properties with conservation easements. These lands are identified using the Metro's definitions and categories.	No statutory definition
Developed Land	Lands not classified as vacant, partially vacant, or public/exempt are considered developed. Developed land includes lots with redevelopment capacity, which are also included in BLI.	OAR 660-009-0005(1)

³ <https://www.oregonmetro.gov/sites/default/files/2024/10/25/2024-UGR-Appendix-2-with-attachments.pdf>



Step 3: Identify Constraints

As shown in Table 6, the BLI included development constraints consistent with guidance in OAR 660-009-0005(2) and Metro's 2024 BLI methodology.

Table 6. Constraints Included in BLI

DEVELOPMENT STATUS	STATUTORY AUTHORITY	THRESHOLD	SOURCE
Goal 5 Natural Resource Constraints			
Title 3 (Stream and Floodplain Protection Plan)	OAR 660-009-0005(2)	Lands within Metro-defined Title 3 areas	Metro
Title 13 (Habitat Conservation Areas)	OAR 660-009-0005(2)	Lands within Conservation Areas identified as "High" or "Very High"	Metro
Significant Resource Overlay Zone	OAR 660-009-0005(2)	Lands within the Wilsonville-defined Significant Resource Overlay Zone	City of Wilsonville
Pacific Habitat Services in Basalt Creek	OAR 660-009-0005(2)	Lands within riparian areas, upland tree groves, or wetlands, as identified by Pacific Habitat Services in the Basalt Creek area.	Pacific Habitat Resources
Natural Hazard Constraints			
FEMA Regulatory Floodway and 100-Year Floodplains	OAR 660-009-0005(2)	Lands within FEMA-defined regulatory floodway or 100-year floodplains	FEMA via National Flood Hazard Layer Interactive Viewer
Steep Slopes	OAR 660-009-0005(2)	Slopes greater than 15%	Oregon Department of Geology and Mining Industries

These areas were evaluated as prohibitive constraints (unbuildable). All constraints were merged into a single constraint file, which was then used to identify the area of each tax lot that is constrained. These areas were deducted from lands identified as vacant or partially vacant. Figure 6 (page 17) shows a map of the individual constraints.



Step 4: Verify Inventory Results

ECONorthwest used a multistep verification process. The first verification step involved a “visual assessment” of land classifications using GIS and recent aerial photos. The visual assessment involves reviewing classifications overlaid on recent aerial photographs to verify uses on the ground. ECONorthwest reviewed all tax lots included in the inventory using the visual assessment methodology. The second round of verification involved City staff verifying the visual assessment output. ECONorthwest amended the BLI based on City staff review and a discussion of staff’s comments. The final verification included review by stakeholders, including by members of the Technical Advisory Committee.

Step 5: Tabulate and Map Results

The results of the commercial and industrial BLI are presented in tabular form and maps in the remainder of this Appendix. These maps separately show the existing Comprehensive Plan designations, individual constraints used, the land base by buildable area status with aggregated constraints represented, and unconstrained vacant and partially vacant lands by Comprehensive Plan designation.

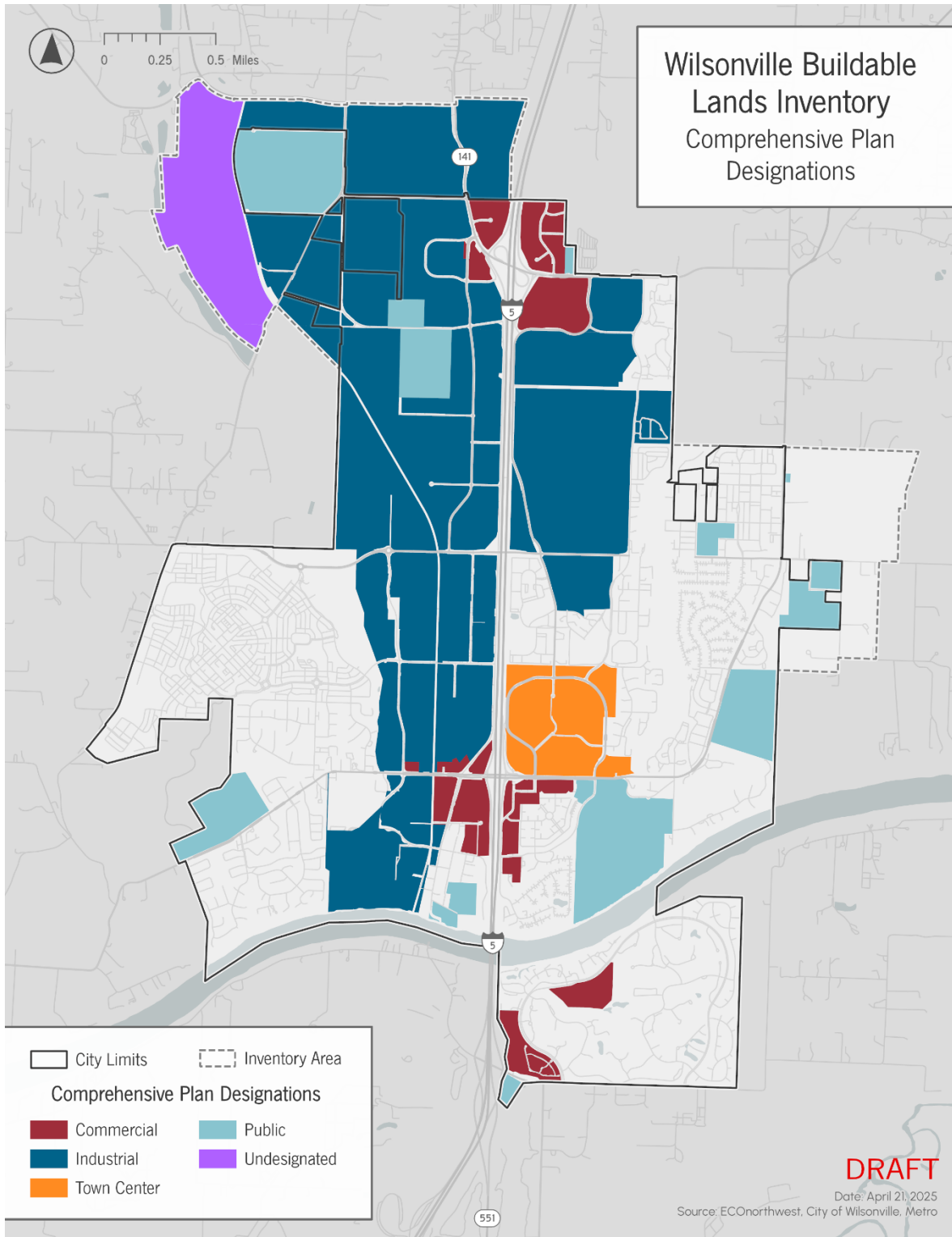
Table 7. Buildable Acres in Vacant/Partially Vacant Tax Lots by Wilsonville Comprehensive Plan Designation, Wilsonville city limits and UGB area, 2025

Plan Designation	Total Buildable Acres	Buildable Acres on Vacant Lots	Buildable Acres on Partially Vacant Lots
Commercial	4	4	0.3
Industrial	308	178	130
Town Center	9	9	-
Undesignated	45	1	44
Total	366	191	175

Source: ECONorthwest analysis, City of Wilsonville, Metro



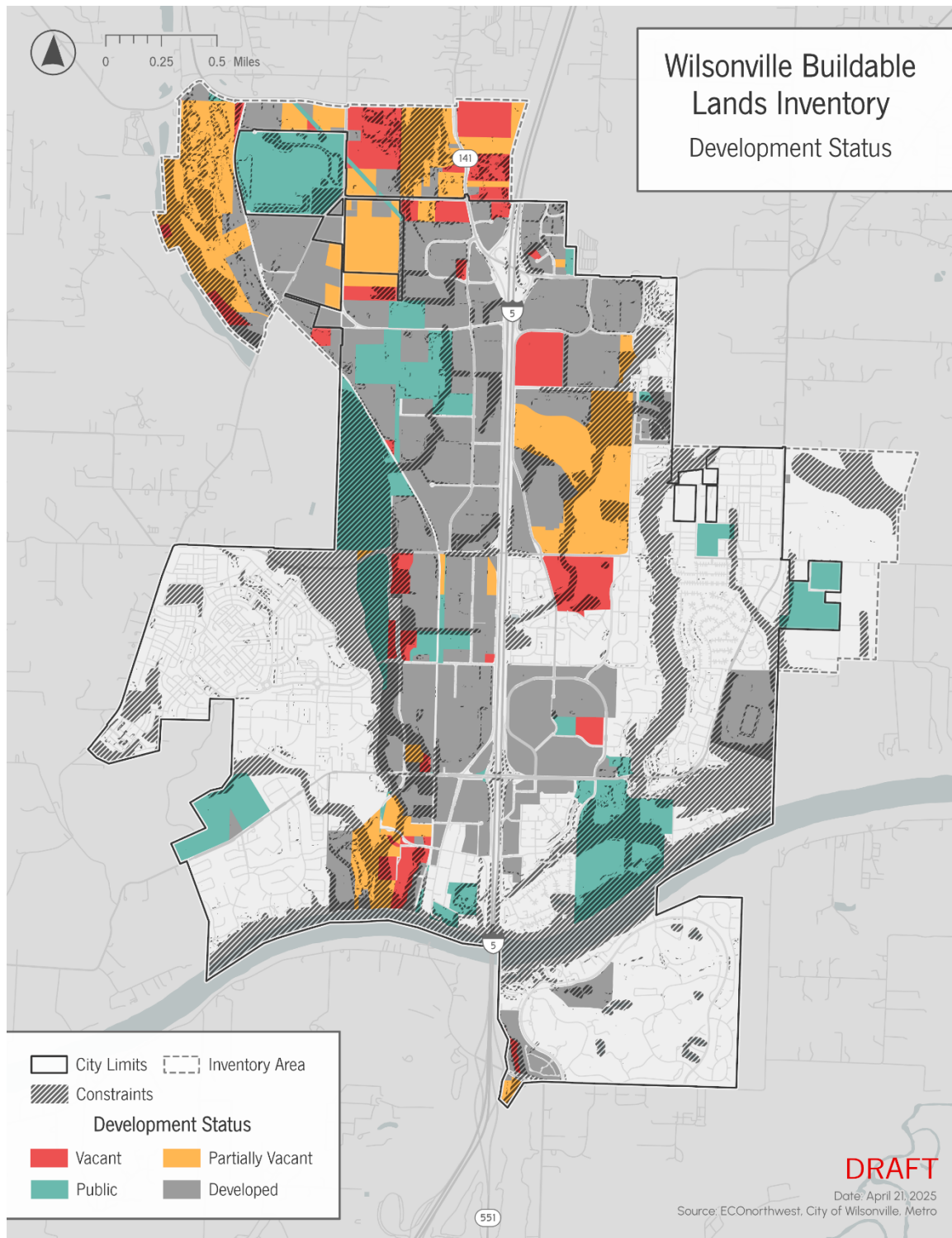
Figure 4. Comprehensive Plan Designations Included in the Employment Land Base, Wilsonville city limits and UGB area, 2025



Source: ECONorthwest analysis, City of Wilsonville, Metro

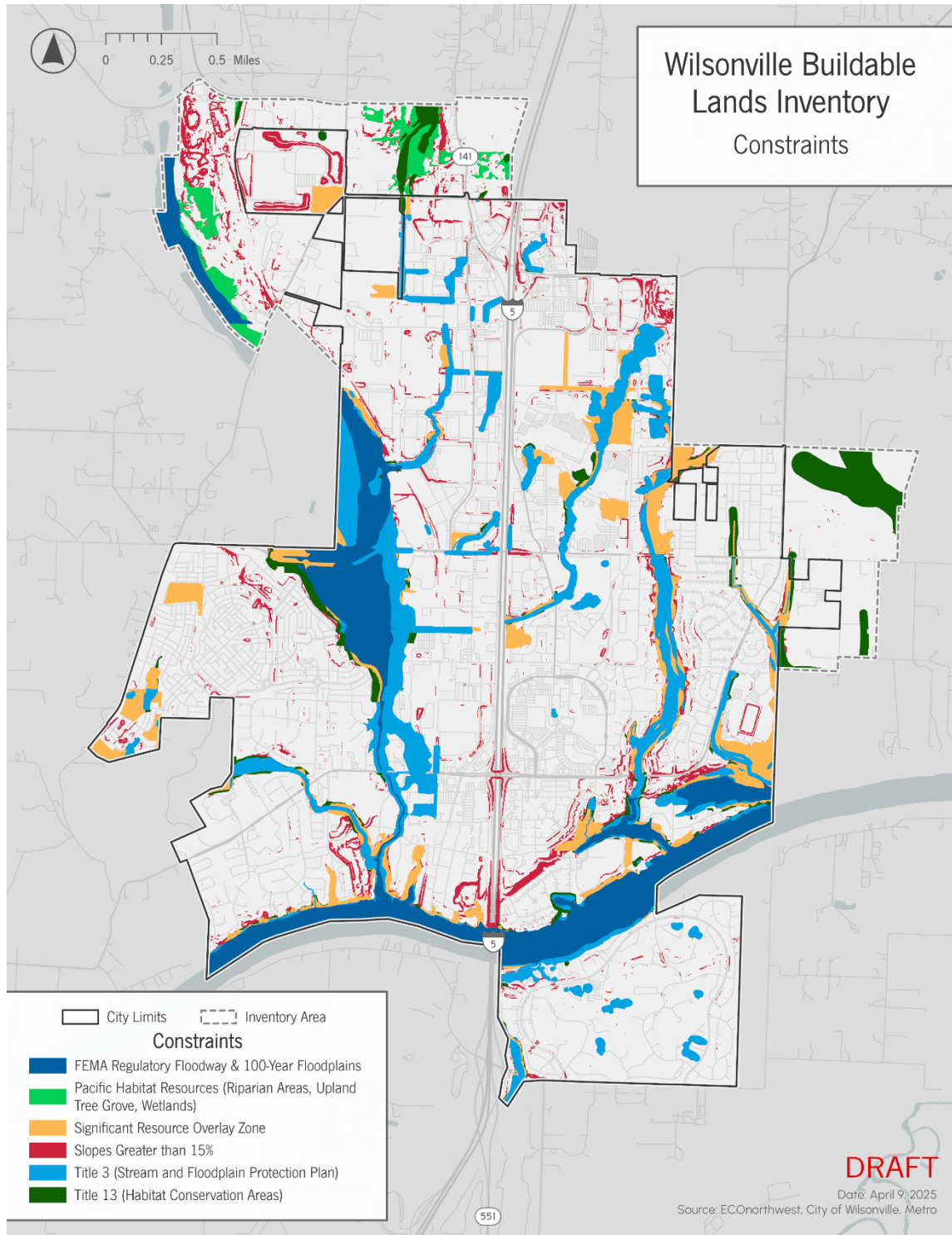


Figure 5. Buildable Area Status with Constraints, Wilsonville city limits and UGB area, 2025



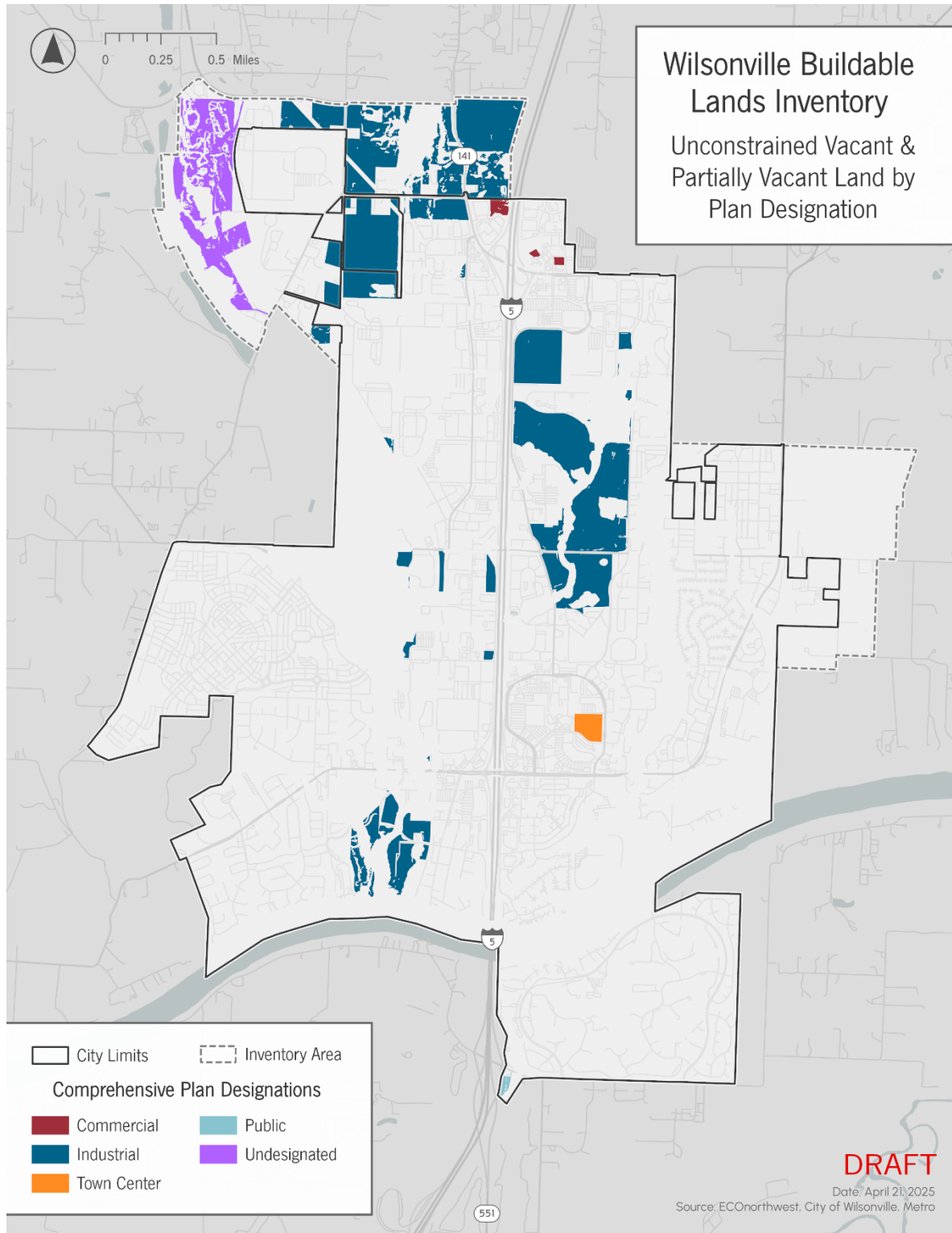
Source: EConorthwest analysis, City of Wilsonville, Metro

Figure 6. Development Constraints, Wilsonville city limits and UGB area, 2025



Source: EConorthwest analysis, City of Wilsonville, Metro, Pacific Habitat Services, USGS

Figure 7. Buildable Employment Land by Comprehensive Plan Designation, Wilsonville city limits and UGB area, 2025



Source: EConorthwest analysis, City of Wilsonville, Metro



DATE: July 7, 2025
TO: City of Wilsonville
FROM: Nicole Underwood and Beth Goodman, ECONorthwest
SUBJECT: Wilsonville EOA: Economic Inventory and Potential Growth Forecasts
DRAFT

The City of Wilsonville is undertaking an Economic Opportunities Analysis (EOA) to assess whether the City's existing supply of employment land is sufficient to support anticipated business and job growth between 2026 and 2046. The technical analysis in the EOA will inform the creation of an Economic Development Strategy, which will offer targeted policy recommendations and implementation steps to advance economic growth aligned with local priorities.

This memorandum presents the **Economic Inventory** component of the EOA, which summarizes key factors driving economic growth in Wilsonville. It places the City's economy within national, state, and regional contexts and examines the local employment base and real estate market. It also identifies Wilsonville's strengths and challenges in supporting business growth and broader economic development.

The memo also presents four **employment forecast options**, which are essential for estimating future land needs. These forecasts aim to strike a realistic balance by considering broader trends such as slower statewide population and job growth, changes in national policy (e.g., tariffs, immigration), and ongoing regional demand for employment land (commercial and industrial). They also take into account local factors, including Wilsonville's competitive assets and development constraints, to assess the City's potential to capture future employment growth.

The four different forecasts lead to four different land need estimates and choosing a forecast scenario will shape the City's long-term policy direction. The forecast (yet to be selected) must be grounded in realistic assumptions and informed by local priorities. Ultimately, selecting a forecast is both an art and a science, and City Council will be asked to weigh in on which forecast to use.

The content of this memorandum will ultimately be included as part of the EOA. The full EOA will include the following chapters:

- ◆ Introduction
- ◆ Economic Trends Shaping Wilsonville's Future (Economic Inventory)
- ◆ Employment Growth and Site Needs (includes employment forecast)
- ◆ Buildable Lands Inventory



♦ Land Sufficiency and Conclusions

Contents of this memorandum:

- 1. Economic Inventory:** Summarizes key trends shaping Wilsonville’s economic growth, including national, state, regional, and local factors. Reviews the City’s employment base, real estate markets, and strengths and weaknesses for supporting business development.
- 2. Employment Forecast Options:** Presents four potential employment growth scenarios for Wilsonville to consider.
- 3. Appendix A – National, State, Regional, and Local Economic Trends:** Provides supporting data on national, state, and regional economic trends relevant to Wilsonville’s future economic growth.



1. Economic Inventory

Wilsonville is centrally located in the southern portion of the Portland region, which includes Clackamas, Multnomah, and Washington counties. This strategic location gives Wilsonville residents access to a broad job market, both within the Portland region and extending south to Salem. It also enables local employers to draw from a larger and more diverse workforce.

The City has a strong industrial employment base. Manufacturing, wholesale trade, and construction account for over 40% of local jobs. This large industrial presence sets Wilsonville apart from many other communities in the Portland region, underscoring its distinct role in the broader regional economy.

This chapter explains the main factors driving economic growth in Wilsonville. It places the City's economy in the context of national, state, and regional trends. It also reviews Wilsonville's employment base and real estate market. Finally, it highlights Wilsonville's strengths in supporting business growth and broader economic development, as well as the obstacles that may inhibit those same outcomes.

UNDERSTANDING ECONOMIC DEVELOPMENT

What is Economic Development? Economic development refers to efforts that strengthen a community's economy by attracting investment, creating jobs, and supporting business growth. In Oregon, cities often focus on stimulating real estate development and capital investment because property tax is their primary source of revenue to fund public services. With no sales tax in Oregon, and income taxes going to the State, cities like Wilsonville prioritize facilitating new property development that grows the local tax base. Wages and jobs are important too because local payroll taxes fund public transit (SMART).

Why Do Firms Choose Certain Locations?

Businesses consider multiple factors when selecting a location, including availability of skilled labor, infrastructure availability (roads, utilities, etc.), proximity to customers and suppliers, and cost factors including land, wages, taxes and the regulatory climate. Entrepreneurial environments, industry clusters, and quality of life also play a role in attracting new businesses.

Public Policy's Role in Economic Development:

Government policies—including zoning, incentives, and infrastructure investments—directly impact a city's ability to attract and retain businesses.



Summary of the Effect of National, State, and Regional Trends on Economic Development in Wilsonville

This section summarizes how national, state, and regional economic trends (detailed in Appendix A) are expected to influence economic growth in Wilsonville.

- ♦ **Slowing employment growth.** Oregon is expected to continue adding jobs, although the pace of growth is projected to slow compared to previous decades. Between 2007 and 2023, Wilsonville added 3,500 jobs, representing an 18% increase. This growth rate was similar to the 20% increase seen across the Portland region.¹ Wilsonville's population is relatively young and well-educated, creating a strong base for future workforce needs. This foundation supports both ongoing industry growth and the replacement of retiring workers. However, broader demographic trends, including an aging population and slower statewide labor force growth, may lead to a tighter labor market over time.
- ♦ **Remote work and office real estate market shifts.** Remote and hybrid work have reduced demand for traditional office space nationally and regionally, leading to higher office vacancy rates. In Wilsonville, where vacancies had historically been low, rates rose above 12% in 2024—likely due to lease expirations.² Despite this, rents have remained steady, indicating some resilience in the suburban office market. As companies adjust to long-term hybrid work, demand is shifting toward smaller, more flexible office spaces. Peak attendance for workers is expected to stabilize at 60-70% of pre-pandemic levels, with overall occupancy leveling off by late 2025.³ Nationwide, investor interest in traditional office buildings remains weak. In Wilsonville, this may reduce demand for conventional office development and increase interest in adaptable or mixed-use formats, especially over the five-to-ten-year timeframe.
- ♦ **Retail realignment.** Retail real estate markets across the country continue to shift toward experiential uses and categories less affected by e-commerce, including food service, entertainment, and essential goods. While retail construction has slowed nationwide, strong consumer spending has helped stabilize vacancy rates and rents. Wilsonville reflects these national patterns, with little new retail development in recent years. Although vacancy rates have increased, they remained below 5% in 2024.

¹ See Exhibit 1 and Exhibit 3; Oregon Employment Department, Quarterly Census of Employment and Wages, 2007–2023.

² CoStar Office Market Trends, 2024

³ Cushman & Wakefield, [U.S. Office Marketbeat Q2 2024](#)



(similar to regional averages).⁴ Retail vacancy could be explained by large anomaly vacancies, such as the former Fry's on Town Center Loop West and former Albertson's near the intersection of Wilsonville Road and Boones Ferry Road. As consumer preferences evolve, Wilsonville's high quality of life and regional accessibility may attract retail that blends experience and convenience. Much of Wilsonville's potential to support retail growth may stem from opportunities for redevelopment in Town Center, not only because of limited vacant commercial land elsewhere, but also because Town Center may offer the kind of experiential, mixed-use environment that aligns with evolving consumer and retailer preferences.

- ◆ **Industrial market strengths and constraints.** National and state trends indicate continued growth in sectors such as advanced manufacturing, logistics, and food and beverage manufacturing and warehousing. Wilsonville's industrial sector remains a core economic strength, with low vacancy rates and rising rents. However, the City faces a significant constraint: limited availability of development-ready industrial land.⁵ Only 1.7% of Wilsonville's industrial space has been built in the past 10 years, compared to roughly 13% across the broader Portland region.⁶ These figures highlight a relative lack of new supply of industrial space. Wilsonville is well-positioned to benefit from emerging opportunities, including semiconductor-related investments and broader reshoring trends. However, without tools and strategies that facilitate land sales and the installation of infrastructure, the City may struggle to accommodate this demand and fully capitalize on its competitive advantages.
- ◆ **Shifts in manufacturing trends.** Manufacturing employment in Oregon declined by 6% between early 2019 and 2023, even as employment in manufacturing increased by 1% nationally.⁷ This reflects a broader shift in the state toward productivity gains and capital investment, rather than labor-driven expansion. While manufacturing remains a vital component of Oregon's economy, its potential to drive near-term job growth may be limited. Rising costs—particularly in housing and taxes—alongside recent policy changes may be diminishing Oregon's historic appeal to manufacturers. Additionally, the shortage of development-ready industrial

⁴ CoStar Retail Market Trends, 2024

⁵ Development-ready land is land that is vacant with public infrastructure (e.g., water, sanitary sewer, and roads) and private infrastructure (e.g., electricity, natural gas, and internet service) sufficient to support immediate (or near-term) construction.

⁶ CoStar Industrial Market Trends, 2024

⁷ Oregon Employment Department, Made in Oregon: A profile of the State's Manufacturing Sector, May 2024.



land is frequently cited as a major barrier to expansion or relocation, prompting some businesses to consider other states.⁸

While manufacturing growth across the state may be more limited, Wilsonville is well-positioned to support future growth in the sector. Its central location in the southwest Portland region, availability of industrial land (but much of this land is not development-ready), presence of established manufacturers, and access to a skilled workforce create a strong foundation for manufacturing business growth. However, unlocking this potential will require efforts to make industrial land development ready. As of 2023, manufacturing accounted for about 15% of Wilsonville's covered employment, with an average wage of \$88,333, above the Citywide average of \$77,904.⁹

- ◆ **Increases in automation.** Automation continues to reshape employment across sectors, reducing demand for routine tasks while increasing the need for higher-skilled roles. In manufacturing, processes like assembly and quality control are increasingly automated, while in the service sector, tools such as self-checkout and automated ordering systems are becoming more common. Emerging applications of artificial intelligence (AI) are also extending automation into cognitive and administrative functions once considered resistant to change.

For Wilsonville, these shifts present both challenges and opportunities. Routine roles may decline, but demand will grow for technical, supervisory, and analytical positions that complement automation. Wilsonville's location, access to I-5, and proximity to tech-driven firms in the Portland region support the City's ability to attract and retain businesses adapting to automation. Its educated workforce and regional talent pipelines further position the City to compete for the types of industries and jobs likely to grow in an increasingly automated economy.

- ◆ **Aging population and replacement needs.** Oregon's aging population mirrors national trends, with growing demand for replacement workers as older employees retire. While Wilsonville has a younger median age (38.7) than the state overall (40.1), its senior population is increasing.¹⁰

Clackamas County's population is expected to continue aging, with people 60 years and older increasing from 27% of the population in 2024 to 30%

⁸ Oregon Business & Industry. *The Condition of Oregon's Manufacturing Sector*. October 2024. <https://oregonbusinessindustry.com/wp-content/uploads/The-Condition-of-Oregons-Manufacturing-Sector-October-2024.pdf>.

⁹ See Exhibit 5; Oregon Employment Department, Quarterly Census of Employment and Wages, 2023

¹⁰ See Exhibit 25 and Exhibit 26; U.S. Census Bureau



of the population in 2044, consistent with statewide trends.¹¹ As workers retire, businesses need to replace them with new workers. With a comparatively young workforce, Wilsonville could be in a good position to replace retiring workers if workforce skills match job openings.

- ◆ **Growth of entrepreneurship and small business.** The creation of new businesses is vital to Oregon's (and Wilsonville's) economy as their formations generate new jobs and bring innovations into markets. High inflation, rising interest rates, and recession risks, along with tighter access to venture capital and banking lending conditions, have slowed new business formation. However, several favorable factors could mitigate these impacts going forward and support continued strength in entrepreneurship and small business formation in Oregon. These include increased personal savings and home equity levels, which are common funding sources for new businesses, along with the shift toward remote work opportunities and the large millennial generation entering their prime entrepreneurial years (late 30s and early 40s, according to Census Bureau research).¹² Wilsonville's access to a relatively young, well-educated workforce both within the City and from across the Portland region presents opportunities for small businesses to grow in the City.
- ◆ **Continued increase in demand for energy.** Rising fuel prices and state-level pushes toward electric vehicle adoption may alter commuting behavior and increase demand for EV infrastructure. As energy costs climb, proximity to job centers and transportation-efficient development will become increasingly important. Wilsonville's location near I-5 and regional employment centers is a long-term advantage.

Demand for electricity by businesses like data centers and energy-consumptive manufacturing processes are increasing demand and competition for electricity across the state. The availability of electricity is a challenge for development of businesses with large energy needs. Development of new energy sources and transmission infrastructure will be key to development of some businesses, including in the Portland region and Wilsonville.
- ◆ **Trade exposure and tariff vulnerability.** Oregon's economy is highly dependent on exports, with more than half of the state's goods shipped to just three countries—Mexico, China, and Canada. As a result, the state is particularly vulnerable to shifts in national trade policy and global market

¹¹ See Exhibit 28; Portland State University, College of Urban & Public Affairs: Population Research Center, Population Forecast, 2024

¹² Josh Lehner. "Strong Startup Activity Continues" Oregon Office of Economic Analysis, May 3, 2023. Retrieved from <https://oregoneconomicanalysis.com/2023/05/03/strong-start-up-activity-continues/>



disruptions. During the 2018–19 trade war, Oregon’s GDP growth fell by 2.5 percentage points, underscoring the potential impacts of tariff escalations.¹³ Wilsonville is home to manufacturing businesses, high-tech suppliers, and logistics firms. Future trade tensions could impact export-oriented businesses and reduce demand for industrial space.

- ◆ **Labor supply and immigration policy.** Stricter immigration policies initiated by the Trump Administration are expected to reduce labor availability in several key sectors that rely heavily on foreign-born workers, including construction, agriculture, food processing, and hospitality. Given Oregon's reliance on net in-migration for workforce growth, federal immigration restrictions may exacerbate hiring challenges, limit productivity, and increase wage inflation in affected sectors. In Wilsonville, these impacts are particularly relevant given its industrial employment base in construction (3,192 covered jobs as of 2023).¹⁴ More broadly, a shortage of construction workers may slow project timelines, raise costs, and make it harder for development to pencil financially. This will be particularly relevant to the continued development of Coffee Creek and Basalt Creek, as well as redevelopment of Town Center.
- ◆ **Inflation.** For the last several decades, inflation rates have generally stayed below 3% in the United States. Inflation started to increase in 2021, reaching 9.1% in June 2022 year-over-year, the highest level in about 40 years.¹⁵ In December 2024 the annual inflation rate was 2.9%, a marked reduction from the 2022 inflation rate.¹⁶ Continued high rates of inflation may slow economic growth, further erode purchasing power, discourage savings, and lead to a national recession. Consumers may start decreasing spending on nonessentials, which could particularly influence retail development and investment decisions. Recent tariff policies and trade tensions may lead to new increases in inflation in 2025 and beyond.
- ◆ **Potential impacts of global climate change on Wilsonville’s economy.** Climate change is manifesting in the Pacific Northwest through more frequent and severe weather events, alongside long-term climatic shifts. Increased average temperatures, heightened wildfire risks, and more extreme weather conditions such as heat waves and droughts are becoming

¹³ Oregon Economic Analysis, Oregon Economic and Revenue Forecast, March 2025. Vol. XLV, No. 1. Release date February 2025, <https://www.oregon.gov/das/oea/Documents/OEA-Forecast-0325.pdf>

¹⁴ See Exhibit 5; Oregon Employment Department, Quarterly Census of Employment and Wages, 2023

¹⁵ Bureau of Labor Statistics, U.S. Department of Labor, *The Economics Daily*, Consumer prices up 9.1% over the year ended June 2022, largest increase in 40 years at <https://www.bls.gov/opub/ted/2022/consumer-prices-up-9-1-percent-over-the-year-ended-june-2022-largest-increase-in-40-years.htm> (visited July 25, 2022).

¹⁶ Bureau of Labor Statistics, U.S. Department of Labor, *The Economics Daily*, Consumer Price Index: 2023 in Review, <https://www.bls.gov/opub/ted/2024/consumer-price-index-2023-in-review.htm>



more common. These changes are disrupting ecosystems, reducing snowpack and water availability, and affecting air quality due to increased wildfire smoke.

For Wilsonville, the effects of climate change could strain infrastructure, energy systems, and certain sectors of the local economy. Increased wildfire smoke and rising temperatures may impact worker health and reduce outdoor labor productivity. Reduced snowpack and water availability could affect reliability of industrial water supplies. The City's proximity to agricultural and forestry areas means disruptions in those sectors—due to drought, pests, or fire—could ripple through related industries such as manufacturing and logistics.

Employment Trends in Wilsonville and the Portland Region

The City of Wilsonville last updated its Economic Opportunities Analysis (EOA) in 2012. Since then, the local economy experienced significant changes, influenced by events such as the COVID-19 pandemic. This section examines how broader economic trends over the past decade have affected Wilsonville and the Portland region.

Employment Trends in Portland Region

Exhibit 1 shows covered employment in the Portland region (Clackamas, Multnomah, and Washington counties) for 2007 and 2023.¹⁷ Over this period, covered employment increased by 162,232, a 20% gain. The largest increases were in healthcare and social assistance (up 46,483 jobs) and professional and business services (up 26,980 jobs). In 2023, the average annual wage across the region was \$75,421.¹⁸

¹⁷ **Covered** employment includes employees covered by unemployment insurance. Examples of workers not included in covered employment are sole proprietors, some types of contractors (often referred to as "1099 employees"), or some railroad workers. Covered employment data is from the Oregon Employment Department.

¹⁸ Bureau of Labor Statistics, Quarterly Census of Employment and Wages, 2023.



Exhibit 1. Covered Employment by Industry, Portland Region, 2007–2023

Sector	Employees		Change in Employment 2007-2023	
	2007	2023	Number	AAGR*
Agriculture, Forestry, Fishing, and Hunting and Construction	10,231	9,446	(785)	(0.5%)
Manufacturing	46,926	59,673	12,747	1.5%
Wholesale Trade	101,845	102,004	159	0.0%
Retail Trade	49,370	46,382	(2,988)	(0.4%)
Transportation and Warehousing and Utilities	85,796	90,561	4,765	0.3%
Information	31,361	45,388	14,027	2.3%
Finance and Insurance	21,064	21,361	297	0.1%
Real Estate and Rental and Leasing	36,875	29,474	(7,401)	(1.4%)
Professional, Scientific, and Technical Services	14,478	17,150	2,672	1.1%
Management of Companies and Enterprises	42,533	69,513	26,980	3.1%
Administrative, Support, Waste Management, and Private Education	21,468	37,690	16,222	3.6%
Health Care and Social Assistance	50,450	57,639	7,189	0.8%
Arts, Entertainment, and Recreation	14,945	19,199	4,254	1.6%
Accommodation and Food Services	82,259	128,742	46,483	2.8%
Other Services and Public Administration	10,943	14,952	4,009	2.0%
Government	66,538	81,488	14,950	1.3%
	31,288	37,565	6,277	1.1%
	100,375	112,750	12,375	0.7%
Total	818,745	980,977	162,232	1.1%

Source: Oregon Employment Department, Quarterly Census of Employment and Wages, 2007–2023.

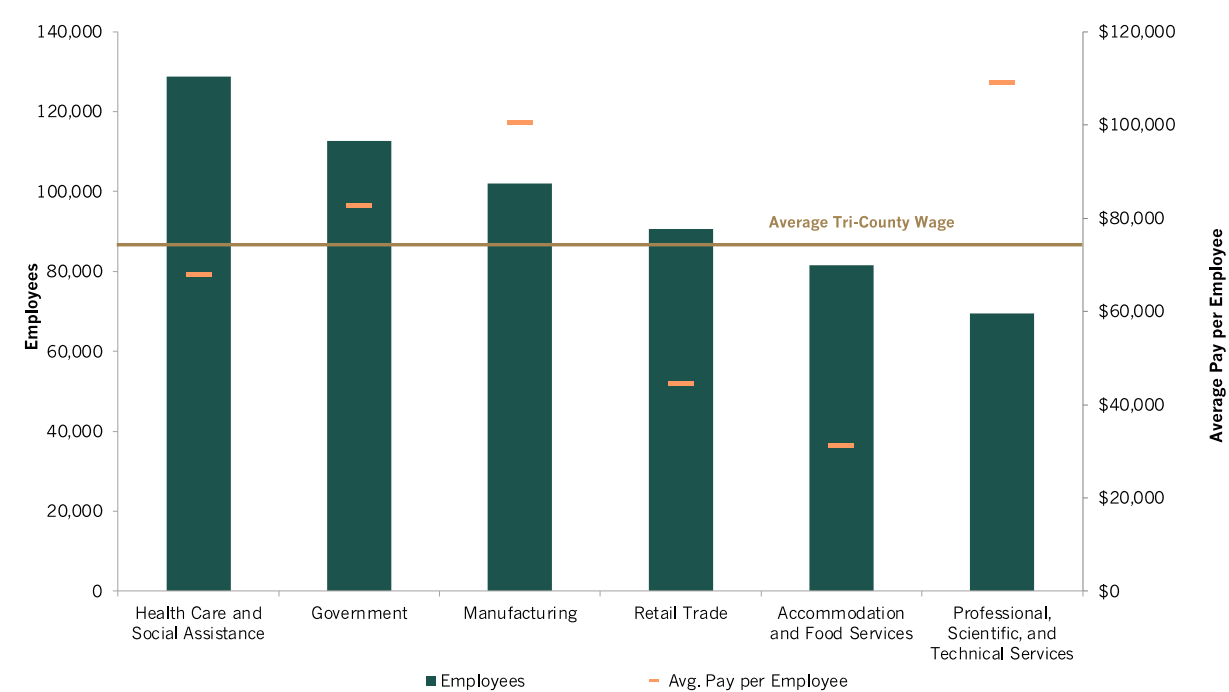
*AAGR = Average Annual Growth Rate

Exhibit 2 shows covered employment and average wage for the six largest sectors in the Portland region. Together these six sectors made up 60% of covered employment.

Among these six largest sectors, professional services, manufacturing, and government paid above-average wages. Other sectors such as construction, wholesale trade, management of companies and enterprises, finance and insurance, and information also had higher-than-average wages but made up a smaller share of covered employment.



Exhibit 2. Covered Employment and Average Pay by Sector, 6 Largest Sectors
Portland Region, 2023



Source: Oregon Employment Department, Quarterly Census of Employment and Wages, 2023.



Employment in Wilsonville

Between 2007 and 2023, covered employment in Wilsonville increased by 3,502 positions, representing a 18% total increase at an average annual growth rate of 1%, shown in Exhibit 3. This growth is similar to the Portland region's 20% growth and 1.1% annual rate.

Exhibit 3. Change in Covered Employment, Wilsonville, 2007–2023

Sector	Employees		Change in Employment 2007-2023	
	2007	2023	Number	AAGR*
Agriculture, Forestry, Fishing, and Hunting	19	19	0	0.0%
Construction	984	3,192	2,208	7.6%
Manufacturing	4,201	3,725	(476)	(0.7%)
Wholesale Trade	2,381	3,337	956	2.1%
Retail Trade	1,638	2,130	492	1.7%
Transportation, Warehousing, and Utilities	1,492	868	(624)	(3.3%)
Information	124	79	(45)	(2.8%)
Finance and Insurance	277	177	(100)	(2.8%)
Real Estate and Rental and Leasing	328	237	(91)	(2.0%)
Professional, Scientific, and Technical Services	1,669	2,340	671	2.1%
Management of Companies and Enterprises	1,166	478	(688)	(5.4%)
Administrative, Support, Waste Management and Remediation	1,452	2,030	578	2.1%
Private Education	155	105	(50)	(2.4%)
Health Care and Social Assistance	1,014	1,061	47	0.3%
Arts, Entertainment, and Recreation	198	189	(9)	(0.3%)
Accommodation and Food Services	1,050	1,361	311	1.6%
Other Services and Public Administration	357	496	139	2.1%
Government	1,121	1,304	183	0.9%
Total	19,626	23,128	3,502	1.0%

Sectors highlighted in blue have wages higher than the City average.

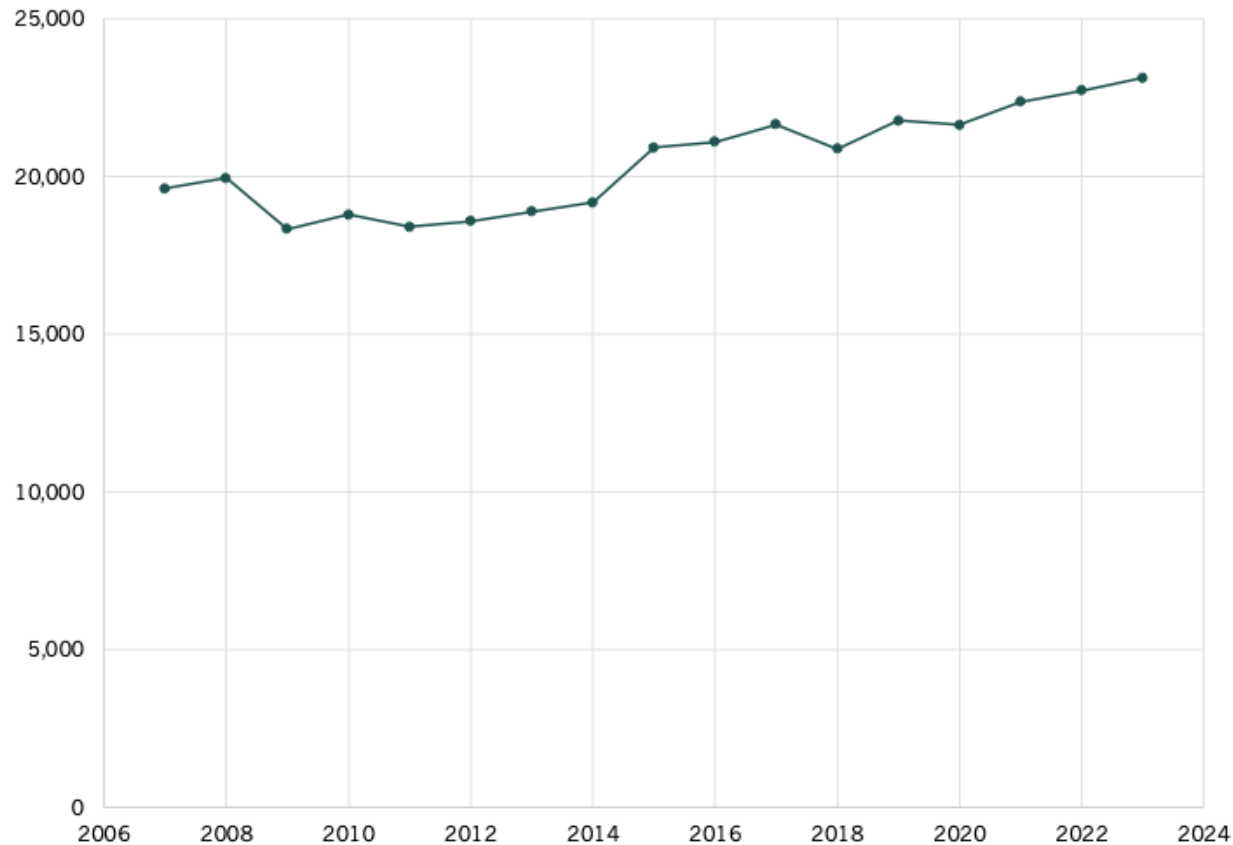
*Average Annual Growth Rate

Source: Oregon Employment Department, Quarterly Census of Employment and Wages, 2007 and 2023.



Wilsonville’s net covered employment growth between 2007 and 2023 generally reflects steady annual changes, with most years showing gains or losses between 1% and 4%. One notable exception was in 2009, when covered employment declined by 8% as a result of the Great Recession that impacted the entire nation. The strongest year for growth was 2015, when Wilsonville added 1,744 covered positions (9% increase). Much of that growth was due to the relocation of Stream Global Services to Wilsonville.¹⁹

Exhibit 4. Change in Covered Employment, Wilsonville, 2007 – 2023



Source: Oregon Employment Department, Quarterly Census of Employment and Wages, 2007 to 2023.

¹⁹ https://www.oregonlive.com/wilsonville/2013/03/stream_global_services_to_relo.html



Exhibit 5 summarizes covered employment in Wilsonville in 2023. The largest employment sectors were manufacturing (16% of employees), wholesale trade (14%), construction (14%), professional and technical services (10%), retail trade (9%), and administrative and support services (9%). The average annual wage across all employees was \$77,904, slightly higher than the regional average. Private businesses in Wilsonville averaged 16.5 employees, compared to the state average of 9.2 employees per business.

Exhibit 5. Covered Employment and Average Pay by Sector, Wilsonville, 2023²⁰

Sector	Employees	Payroll	Average Pay per Employee
Agriculture, Forestry, Fishing, and Hunting	19	\$638,130	\$33,586
Construction	3,192	\$286,999,197	\$89,912
Manufacturing	3,725	\$329,042,183	\$88,333
Wholesale Trade	3,337	\$289,964,453	\$86,894
Retail Trade	2,130	\$127,268,312	\$59,750
Transportation and Warehousing and Utilities	868	\$58,697,240	\$67,624
Information	79	\$9,229,837	\$116,833
Finance and Insurance	177	\$12,913,872	\$72,960
Real Estate and Rental and Leasing	237	\$16,391,812	\$69,164
Professional, Scientific, and Technical Services	2,340	\$286,627,135	\$122,490
Management of Companies and Enterprises	478	\$46,709,942	\$97,720
Admin, Support, Waste Mgt, and Remed	2,030	\$108,797,915	\$53,595
Private Education	105	\$3,300,611	\$31,434
Health Care and Social Assistance	1,061	\$49,570,550	\$46,721
Arts, Entertainment, and Recreation	189	\$4,158,088	\$22,000
Accommodation and Food Services	1,361	\$39,253,401	\$28,842
Other Services and Public Administration	496	\$29,221,792	\$58,915
Government	1,304	\$102,969,634	\$78,964
Total	23,128	\$1,801,754,104	\$77,904

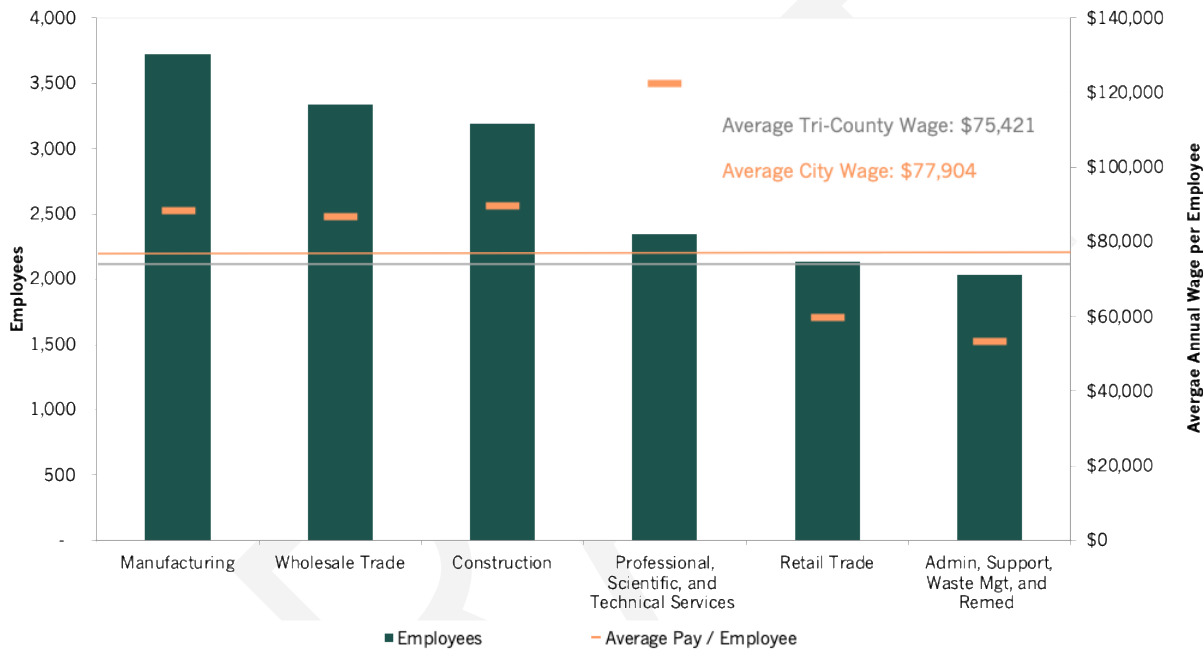
Source: Oregon Employment Department, Quarterly Census of Employment and Wages, 2023.

²⁰ The following sectors were combined due to confidentiality of QCEW data: utilities and agriculture; other services and public administration.



Exhibit 6 shows covered employment and average pay per employee for the six largest sectors in Wilsonville. These six sectors account for 74% of covered employment. Of these sectors, manufacturing, wholesale trade, construction, and professional services had above-average wages, with wages for professional services considerably above the wages of other sectors. Retail trade and administrative and support services had below average wages.

Exhibit 6. Covered Employment and Average Pay for Six Largest Sectors, Wilsonville, 2023



Source: Oregon Employment Department, Quarterly Census of Employment and Wages, 2023.



Outlook for Growth in the Portland Region

Exhibit 7 shows the Oregon Employment Department's forecast for employment growth by industry in the Portland region (Multnomah, Clackamas, and Washington Counties). Between 2023 and 2033, employment in the region is expected to grow at an average annual growth rate of 0.9%.

The sectors projected to add the most jobs are professional and business services (17,500 jobs), health care and social assistance (17,400 jobs), accommodation and food services (9,600 jobs), and construction (8,300 jobs). These four sectors are expected to add a total of 52,800 jobs, or about 56% of the region's employment growth. Wilsonville accounts for about 3% of the Portland region's employment.

Exhibit 7. Regional Employment Projections, 2023–2033, Portland Region (Multnomah, Clackamas, Washington Counties)

Industry Sector	2023	2033	Change 2023-2033		
			Number	Percent	AAGR
Total Private Payroll Employment	886,600	970,700	84,100	9%	0.9%
Natural resources and mining	9,700	10,000	300	3%	0.3%
Construction	60,300	68,600	8,300	14%	1.3%
Manufacturing	101,500	108,800	7,300	7%	0.7%
Wholesale trade	48,200	51,600	3,400	7%	0.7%
Retail trade	90,200	92,300	2,100	2%	0.2%
Transportation, warehousing, and utilities	46,100	51,700	5,600	12%	1.2%
Information	21,900	25,100	3,200	15%	1.4%
Financial activities	59,200	60,600	1,400	2%	0.2%
Professional and business services	166,600	184,100	17,500	11%	1.0%
Private educational services	21,300	24,000	2,700	13%	1.2%
Health care and social assistance	128,100	145,500	17,400	14%	1.3%
Arts, entertainment, and recreation	14,700	17,000	2,300	16%	1.5%
Accommodation and food services	81,200	90,800	9,600	12%	1.1%
Other services	37,500	40,700	3,200	9%	0.8%
Government	119,200	124,700	5,500	5%	0.5%
Self-employment	65,200	70,200	5,000	8%	0.7%
Total Employment	1,070,900	1,165,700	94,800	9%	0.9%

Note: AAGR is the Annual Average Growth Rate

Source: Oregon Employment Department. Employment Projections by Industry 2023-2033.



Real Estate Market Trends in Wilsonville and the Broader Portland Region

The real estate market trends in Wilsonville largely reflect broader regional and national trends (outlined in Appendix A), though local conditions, especially land availability, play a significant role in shaping development outcomes. The following trends are based on data from CoStar, a commercial real estate platform that tracks property listings, transactions, and market metrics nationwide. While CoStar offers valuable, up-to-date insights, its coverage is more limited in smaller markets and at the individual property level. It does not capture the entire market and should be viewed as a general indicator of market conditions rather than a complete inventory.

Office: Office demand in Wilsonville is expected to remain limited in the near term. High vacancy rates, ongoing negative absorption²¹, and weak investor interest continue to affect both Wilsonville and the broader market. Although Wilsonville's office rents have recovered since 2020, they still lag behind those in the I-5 South submarket (see Exhibit 8) and the Portland region (see Exhibit 9), despite briefly matching regional rates in 2024. Over the longer term, demand may grow as the market adjusts to hybrid work and as business formation and headcount increase. However, limited vacant land for commercial use (as shown in the Wilsonville Economic Opportunities Analysis: Buildable Lands Inventory memorandum) could constrain new office development.

Retail: Demand for existing retail space remains steady in both the broader Portland region and Wilsonville. Relatively low vacancy rates and stable, modest rent growth suggest that Wilsonville could see new retail development in the coming years. However, while consumer demand holds, rising interest rates and higher operating costs have made retailers more cautious about expanding. Combined with Wilsonville's limited supply of vacant commercial land, retail growth is likely to remain modest near-term. Wilsonville has opportunities for retail development in areas like Town Center and other vacant large commercial buildings within the city.

Industrial: Wilsonville's industrial market is strong but faces significant limitations to future growth. The City has very low industrial vacancy rates and higher-than-average rents, showing steady demand. However, very little new space has been built in the past decade, largely due to a shortage of *development-ready* industrial land and large sites. While regional interest in industrial space remains high—particularly in sectors like manufacturing and warehousing—most new development in the I-5 South submarket has occurred in neighboring cities like Sherwood and Tualatin. Without more development-ready land, Wilsonville is likely to continue seeing peer

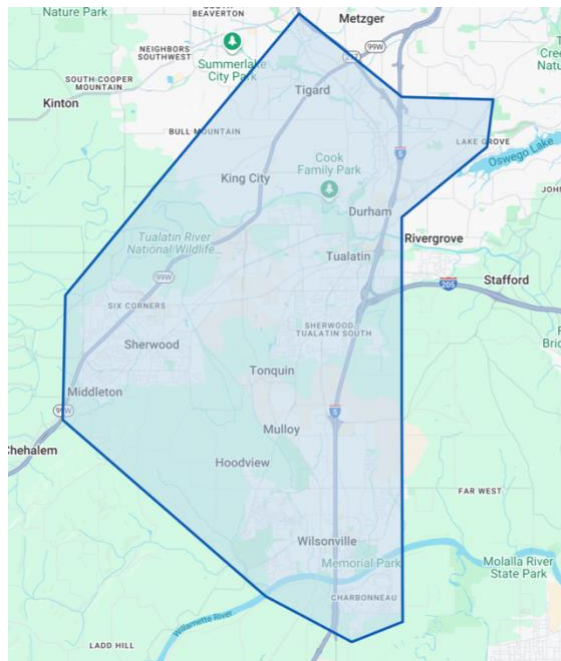
²¹ Absorption occurs when vacant space is leased up and/or businesses take over existing leases. Negative net absorption means that more space was vacated than leased over a given period.



communities capture new industrial investment where there are viable development sites.

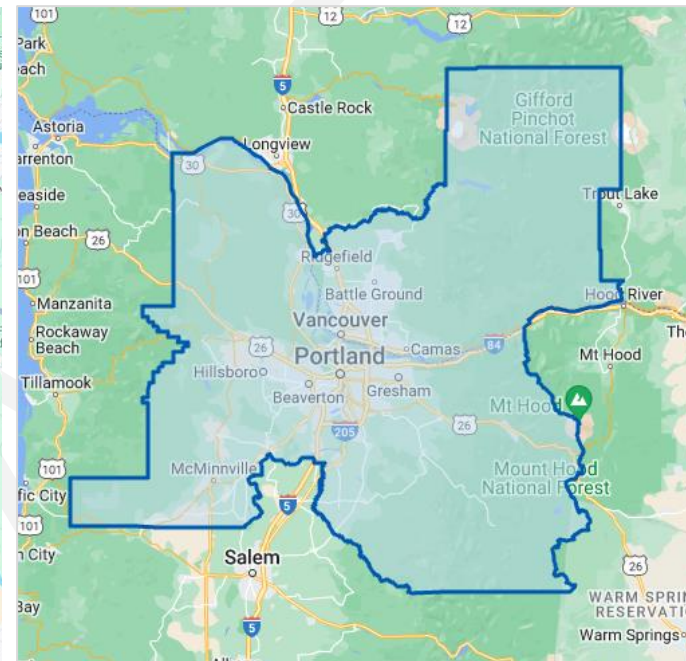
The remainder of this section provides detailed analysis of real estate trends in Wilsonville, the I-5 South submarket (Exhibit 8) and the broader Portland region (Exhibit 9).

Exhibit 8: I-5 South Submarket Boundary



Source: CoStar

Exhibit 9: Broader Portland Region CoStar Boundary



Source: CoStar

Commercial Market Trends

Note to reviewers: This section (and the following sections) will be further informed through discussions with economic development stakeholders and decision makers and will be revised in a later draft of the EOA.

Broader Portland Regional Trends²²

Similar to national trends presented in Appendix A, office spaces in the broader Portland region are experiencing high vacancy rates and lower leasing activity. Work-from-home policies and corporate downsizing have decreased the demand for office space, leading many companies to reassess the long-term space needs. Despite a small uptick in net absorption in Q4, the overall 2024 market posted another year of negative demand. With a limited construction pipeline and companies continuing to shrink footprints, vacancy rates are expected to increase, and growth in rent is projected to remain flat into 2025.

- ◆ **Vacancy rates:** Direct vacancy climbed to a record high of 13.5% in Q4 2024, continuing a steady upward trend over the past eight quarters.
- ◆ **Absorption:** While Q4 posted positive net absorption of 282,000 square feet, total net absorption for 2024 was negative 964,000 square feet, marking the fifth consecutive year of annual negative absorption in Portland's office market.
- ◆ **Leasing activity:** Q4 2024 leasing activity fell to a low of 524,000 square feet, nearly 50% lower year-over-year. Annual leasing volume totaled 3.4 million square feet, an 8.6% decline from 2023.

While the overall market remains soft, performance varies across submarkets. Portland's Central Business District continues to struggle, with a direct vacancy rate of 24%. In contrast, suburban markets are generally outperforming the core, with notably lower vacancy rates, ranging from 3% to 17%. These patterns reflect a broader tenant shift toward decentralized, cost-effective, and flexible office space options outside the downtown core.

Wilsonville Office Market

Wilsonville currently has roughly 1.4 million square feet of office space, representing roughly 15% of office space in the I-5 South submarket and 1% in the broader Portland region. According to CoStar, over the past decade, one office building was added to Wilsonville's market in 2020, located at 29250 Southwest Town Center

²² Portland Metro Regional trends based on Kidder Matthews, [Portland Office Market Report Q4 2024](#)

Loop West.²³ This office building was about 30,000 square feet or roughly 2% of Wilsonville's total office space. Over the same time period, the broader Portland region added a greater share (9%) of space to its office market.

Exhibit 10: Office Space Development Trends, 2015 to 2024

GEOGRAPHY	TOTAL BUILDINGS	TOTAL SQUARE FEET	AVERAGE BUILDING SIZE
ALL OFFICE DEVELOPMENT			
Broader Portland Region	6,268	120,279,588	19,199
I-5 South Submarket	484	8,975,567	18,545
Wilsonville	63	1,369,151	21,733
BUILT IN THE LAST 10 YEARS*			
Broader Portland Region	159	10,765,783	67,710
I-5 South Submarket	8	74,590	9,320
Wilsonville	1	30,000	30,000

Source: CoStar, pulled February 2025

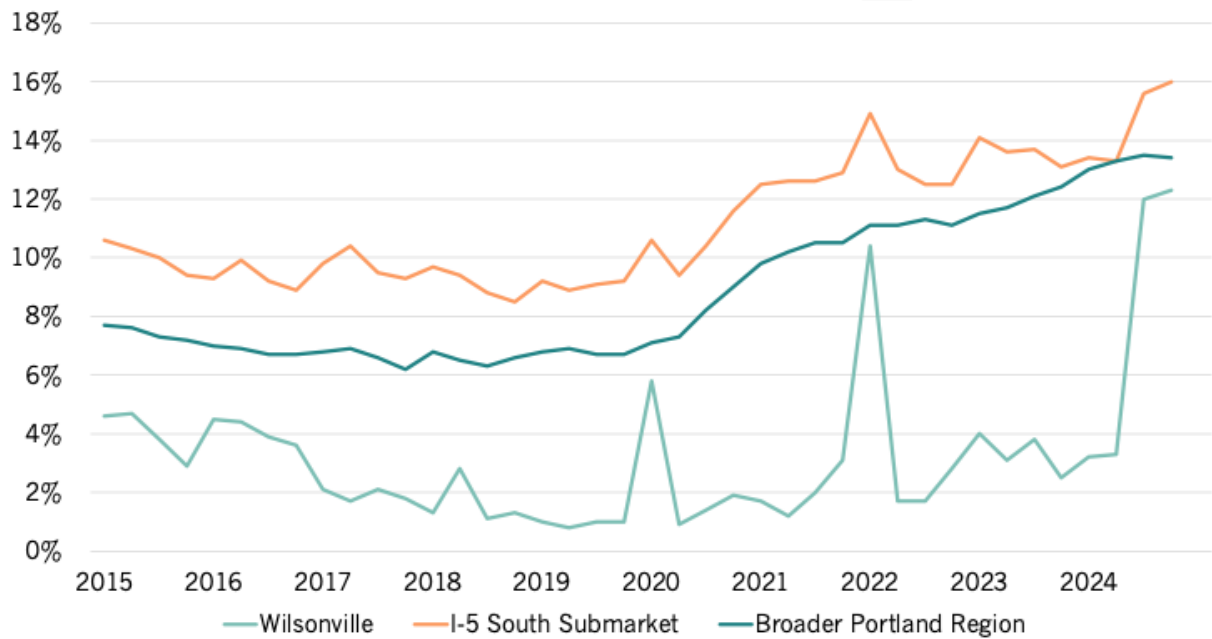
*Does not account for removal of office space from the market

²³ The building was for Eye Health Northwest.



Per CoStar, the I-5 South submarket office vacancy rates have been higher than the broader Portland region’s vacancy rates since 2015. Both had vacancy rates above 13% at the end of 2024. While Wilsonville office vacancy rates have generally remained much lower, the end of a few leases are reflected in vacancy rate spikes in 2020, 2022, and 2024, when the vacancy rate spiked closer to the broader Portland regional average.

Exhibit 11: Office Vacancy Rate Trends, 2015-2024

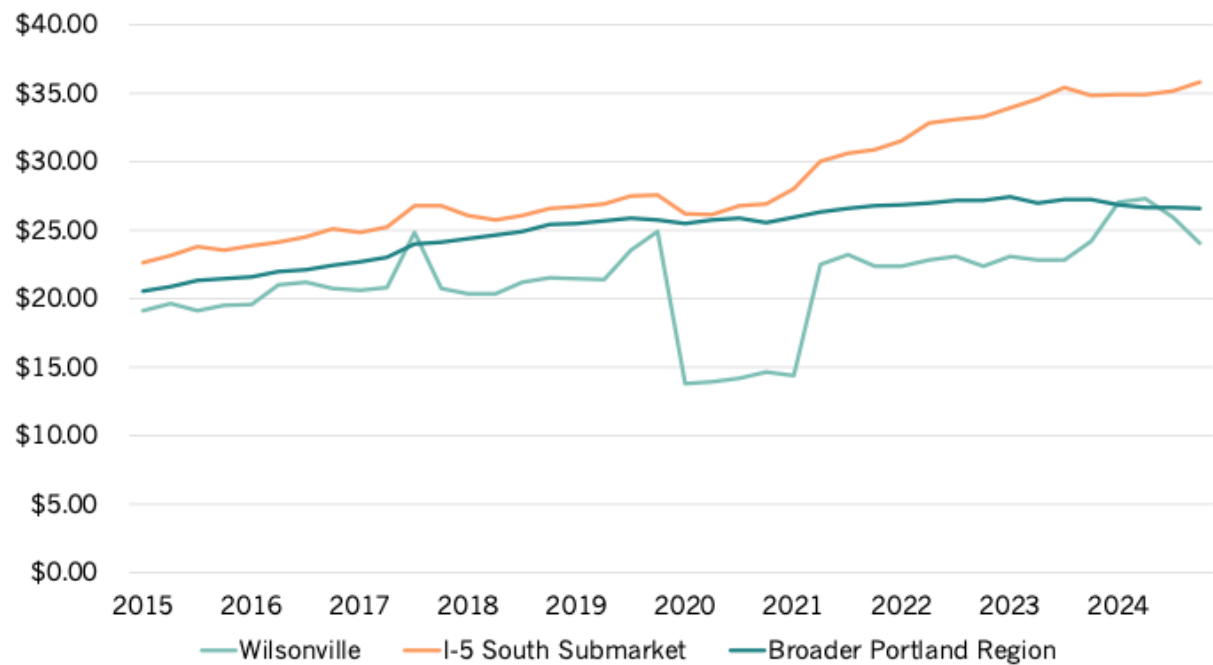


Source: CoStar, pulled February 2025

Office rents have increased in the I-5 South submarket despite high vacancies and have been substantially above the broader Portland region's average since 2021, according to CoStar. Historically, office rents in Wilsonville have been lower than in the broader Portland region. Wilsonville’s rents have recovered from the pandemic-related drop in 2020 and rents have been on par with the broader Portland region’s rents at various points throughout 2024.



Exhibit 12: Office Lease Rate Trends, 2015-2024



Source: CoStar, accessed February 2025

Net absorption and delivery trends also indicate a relatively slow office market. From 2020 to 2024, net absorption was negative in all three areas: negative 4.5 million square feet in the broader Portland region, negative 555,000 square feet in the I-5 South submarket, and negative 124,000 square feet in Wilsonville.

This section suggests that near-term demand for traditional office space in Wilsonville will remain limited. High vacancy rates, ongoing negative absorption, and weak investor interest continue to affect both Wilsonville and the broader market. Although Wilsonville’s office rents have recovered since 2020, they still lag behind those in the I-5 South submarket and the Portland region, despite briefly matching regional rates in 2024. Over the longer term, demand may grow as the market adjusts to hybrid work and as business formation and headcount increase. However, while there is redevelopment potential in Town Center, there is limited vacant land for commercial use (as shown in the Wilsonville Economic Opportunities Analysis: Buildable Lands Inventory memorandum) which could constrain new office development in Wilsonville.



Broader Portland Regional Retail Trends²⁴

Similar to national trends, development of new retail space in the broader Portland region remains limited. While consumer demand remains relatively stable, economic pressures including rising interest rates, higher operating costs, and concerns about tariffs, have led retailers to adopt more cautious expansion strategies. Vacancy rates have edged up and leasing activity has slowed, which will place more pressure on landlords moving forward to stay competitive with lease terms, pricing and concessions. Despite these challenges, market rents continued to grow modestly, rising 3.5% year-over-year.

- ◆ **Rising vacancy rates:** The retail vacancy rate rose slightly to 3.9% in Q4 2024, up from 3.5% a year earlier.
- ◆ **Negative net absorption:** The Portland market had negative net absorption of 437,757 square feet in 2024, a reversal from the positive net absorption of 188,607 square feet in 2023.
- ◆ **Slower construction activity:** The under-construction pipeline shrank by nearly 30% year-over-year from Q4 2024.

Wilsonville Retail Market

Wilsonville currently has 2.2 million square feet of retail space, representing 32% of all retail space in the I-5 South submarket and 2% of retail space in the broader Portland region. On average, Wilsonville's retail developments are larger with an average of 19,330 square feet, compared to 14,220 square feet in the I-5 South submarket and 10,450 square feet in the broader Portland region.

Exhibit 13: Retail Space Development Trends, 2015 - 2024

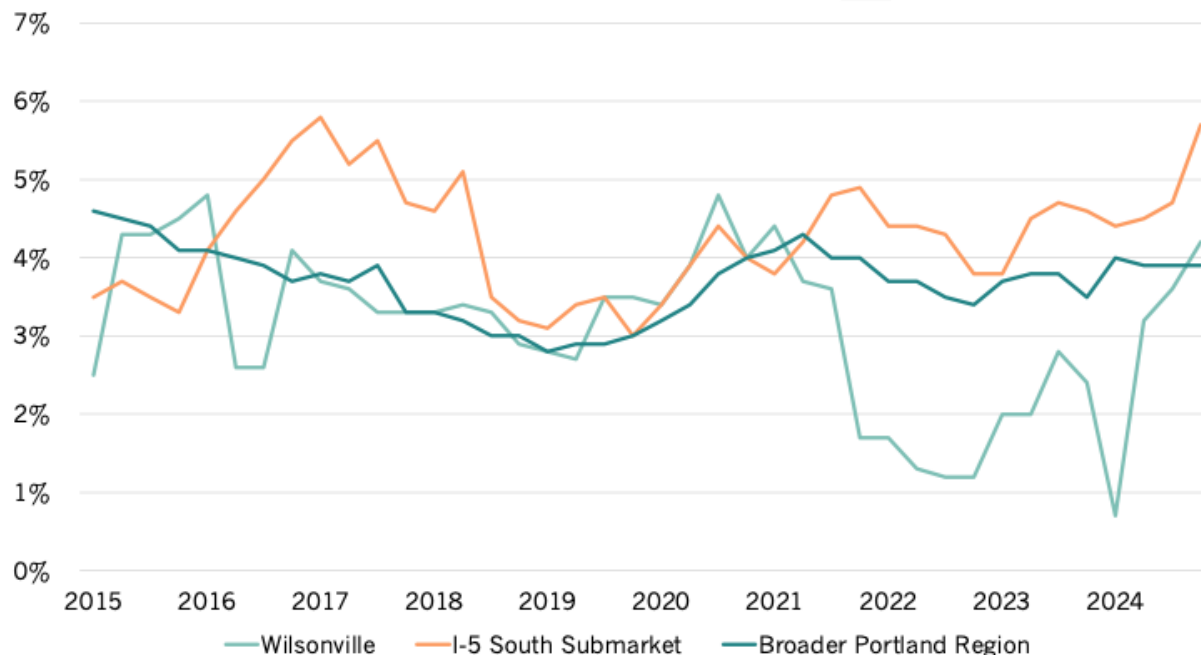
GEOGRAPHY	TOTAL BUILDINGS	TOTAL SQUARE FEET	AVERAGE BUILDING SIZE
ALL RETAIL DEVELOPMENT			
Broader Portland Region	12,132	126,767,807	10,450
I-5 South Submarket	478	6,797,343	14,220
Wilsonville	112	2,165,439	19,330
BUILT IN THE LAST 10 YEARS*			
Broader Portland Region	441	5,186,720	11,760
I-5 South Submarket	23	229,939	10,000
Wilsonville	2	91,495	45,750

²⁴ Broader Portland regional trends based on Kidder Matthews, [Portland Retail Market Report Q4 2024](#)

Source: CoStar, pulled February 2025 *Does not account for removal of retail space from the market

According to CoStar, Wilsonville's retail vacancy rates have been lower than the I-5 South Submarket and the broader Portland region since 2021. However, over the course of 2024, Wilsonville's vacancy rate has risen, reaching 4.2% by the end of 2024 similar to the broader Portland region's retail vacancy rate.

Exhibit 14: Retail Vacancy Rate Trends, 2015 - 2024

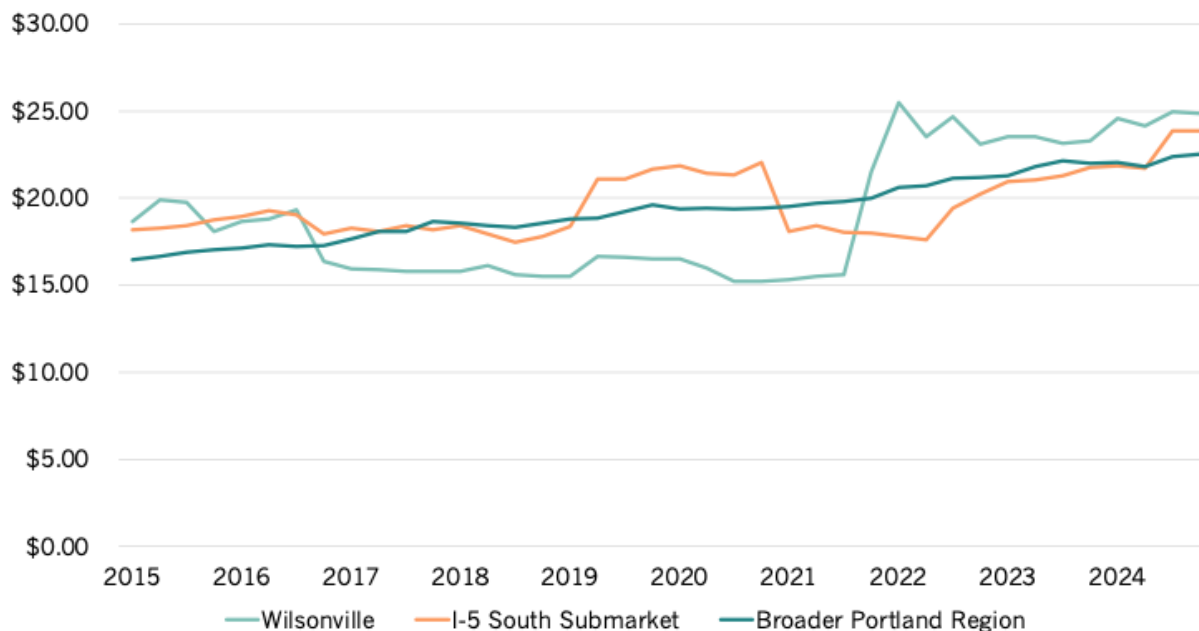


Source: CoStar, pulled February 2025



Retail rents are steadily increasing across the region, including within the submarket, and Wilsonville specifically. Wilsonville's rents surpassed and have remained slightly higher than the other markets since 2022. The low vacancy rate during this time period likely contributed to the growing lease rates. Wilsonville's rents were about \$24.90 by the end of 2024.

Exhibit 15: Retail Lease Rate Trends, 2015 - 2024



Source: CoStar, pulled February 2025

Despite low vacancies and rising rents in Wilsonville, there has been limited new retail development in Wilsonville in the past 10 years and net absorption of vacant retail space has been negative for the past two years.

The relatively low vacancy rates and stable, modest rent growth suggest that Wilsonville could see new retail development in the coming years. However, while consumer demand holds, rising interest rates and higher operating costs will make retailers more cautious about expanding. While there is limited vacant land for retail development, infill and redevelopment in Town Center provide an opportunity for the new, modest square footage of retail development the market is demanding.

Wilsonville's Comprehensive Plan policy has for decades focused major retail development in commercial centers near the I-5 interchanges rather than in mixed-use centers and corridors. This focus reinforces the expectation of a very limited supply of land for retail growth. Besides the existing commercial centers, only small-scale neighborhood retail is planned within the City's Urban Growth Boundary and adjacent Urban Reserves. Retail growth is designed to occur through redevelopment



of existing commercial uses or underutilized parking areas, thus continuing to mostly limit retail to its current footprint in the City. The highest opportunity for new retail, particularly experience-based smaller scale retail and food and beverage establishments, is anticipated through redevelopment in Town Center. This would appear to support broader trends in retail where a number of larger-format national retailers are reducing footprints or being cautious about expansion, while support for more local experience-based retail and food and beverage establishments is increasing.

Industrial Market

Note to reviewers: This section (and the following sections) will be further informed through discussions with economic development stakeholders and decision makers and will be revised in a later draft of the EOA.

Broader Portland Regional Trends

Like the national industrial market overall, the broader Portland region industrial market has been strong in recent years, particularly from 2021 to 2023. However, similar to national trends, a few metrics indicate that demand for industrial space is decelerating in the region:

- ◆ **Increasing vacancy rates:** Vacancy for industrial space in the broader Portland region has risen steadily since early 2023, and net absorption was negative in 2023 and 2024. While overall leasing activity for industrial space in the area remained higher than the area's 10-year average, 2024 saw the lowest year-end leasing since 2018. A few large companies downsizing or exiting the market contributed to negative net absorption and vacancy trends.²⁵
- ◆ **Slow lease-up for new construction:** In 2024, 1.9 million square feet of new industrial space was added to the market, increasing the region's vacant supply. As of year-end, 73% of that new space remained unleased, indicating slower-than-expected tenant demand.²⁶
- ◆ **Rising unemployment rates:** In 2024, Portland's unemployment rate increased to 4.1% matching and surpassing the national unemployment rate at various points through the year. Layoffs, including the shutdown of a large UPS location in North Portland, which impacted 300 sorting and distribution jobs are impacting the local unemployment rates.²⁷

²⁵ CBRE, Q4 2024 Portland Industrial Market Update

²⁶ CBRE, Q4 2024 Portland Industrial Market Update

²⁷ CBRE, Q4 2024 Portland Industrial Market Update



However, investors and leasing professionals are confident in the regional market's long-term health, particularly due to significant investments in the region's semiconductor manufacturing sector.²⁸ Market strengths include:

- ◆ **CHIPS Act:** In 2023, the federal government allocated \$50 billion as a part of the CHIPS Act to bolster U.S. semiconductor manufacturing, which is expected to create thousands of regional manufacturing and construction jobs.²⁹ The expansion of the semiconductor industry could also have a ripple effect, creating demand for industrial space for equipment suppliers, supply chain materials manufacturers, and testing facilities.
- ◆ **Strong submarkets:** According to market reports from Cushman & Wakefield and CBRE, other strong industrial submarkets include food and beverage warehousing, tech warehousing, and auto part manufacturing.³⁰ These are some of the most common types of tenants seeking space in the market, although deals are taking longer on average to reach completion.³¹ As reported by CBRE, investors and leasing professionals are confident that the Portland market has additional room for growth.

²⁸ Cushman & Wakefield, [Industrial Marketbeat Q2 2024 Portland Industrial Report](#)

²⁹ Cushman & Wakefield, [Industrial Marketbeat Q2 2024 Portland Industrial Report](#)

³⁰ Cushman & Wakefield, [Industrial Marketbeat Q2 2024 Portland Industrial Report](#)

³¹ CBRE, [Q2 2024 Portland Industrial Market Update](#)



Wilsonville Industrial Market

Wilsonville has about 8.6 million square feet of industrial and flex space, representing roughly 38% of the I-5 South submarket and 3% of the broader Portland region's industrial space. The average size of Wilsonville's industrial building is roughly 63,000 square feet, almost twice as large as the average industrial building in the broader Portland region (34,000 square feet).

Wilsonville has had limited industrial development in the past decade. Only 1.7% percent of Wilsonville's total industrial space was built in the last 10 years, compared to roughly 9% of the I-5 South submarket industrial space and 13% of the broader Portland region's industrial space. This slow pace of development makes sense given the limited supply of developable industrial land in the City, and more precisely, the development constraints that exist on those lands.

Exhibit 16: Industrial & Flex Space Development Trends, 2015 to 2024

GEOGRAPHY	TOTAL BUILDINGS	TOTAL SQUARE FEET	AVERAGE BUILDING SIZE
ALL INDUSTRIAL DEVELOPMENT			
Broader Portland Region	7,581	259,657,430	34,250
I-5 South Submarket	671	22,831,304	34,030
Wilsonville	136	8,592,887	63,180
BUILT IN THE LAST 10 YEARS*			
Broader Portland Region	403	33,736,304	83,710
I-5 South Submarket	40	2,096,708	52,420
Wilsonville	2 ³²	145,611	72,810

Source: CoStar, pulled February 2025

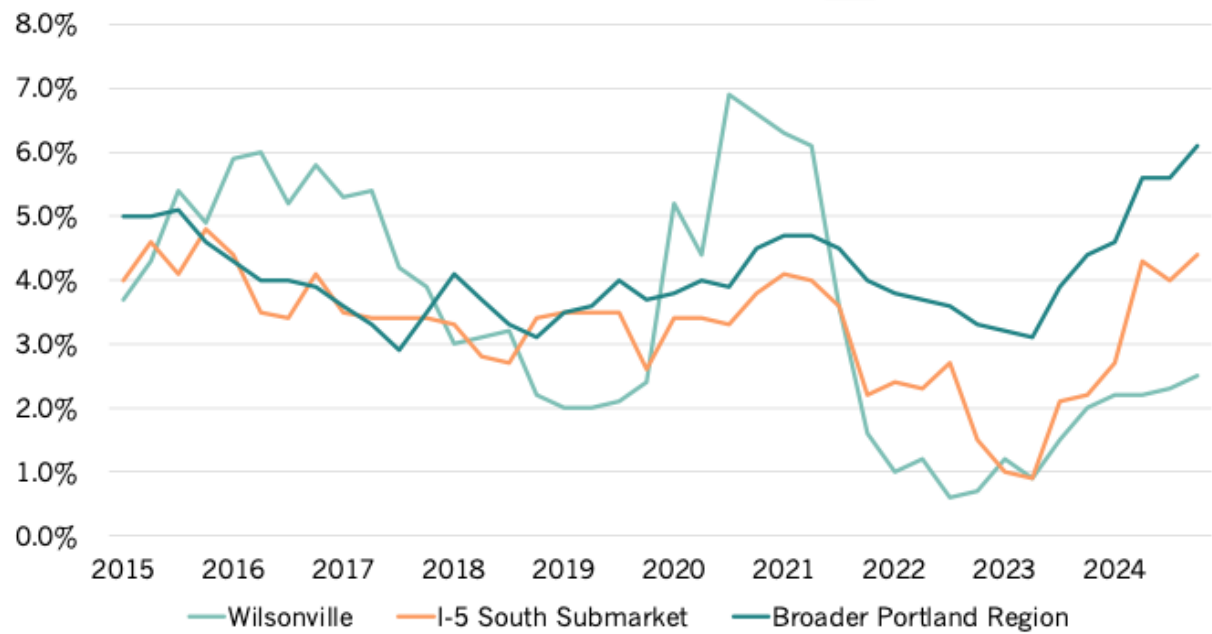
*Does not account for removal of industrial/flex space from the market

³² The two buildings listed in CoStar are located at 96500 SW Parkway Ave (2025) and 10680 SW Clutter Road (2023). However, city staff noted three others: the Black Creek development in the Coffee Creek industrial area and two SSI Shredding facilities.



Wilsonville's industrial vacancy rate remained below 6% for most of the past decade. In 2020 and 2021 Wilsonville saw a brief spike in vacancy, likely driven by the COVID-19 pandemic, which quickly dropped to just over 1% in 2023. As of Q4 2024, Wilsonville's combined industrial and flex space vacancy rate was 2.5% (Exhibit 18). Wilsonville's industrial vacancy rate has been below the broader Portland region since 2021. As of Q4 2024, the broader Portland region had a vacancy rate of 6.1% and I-5 South submarket had a vacancy rate of 4.4%.

Exhibit 17: Industrial & Flex Vacancy Rate Trends, 2015-2024

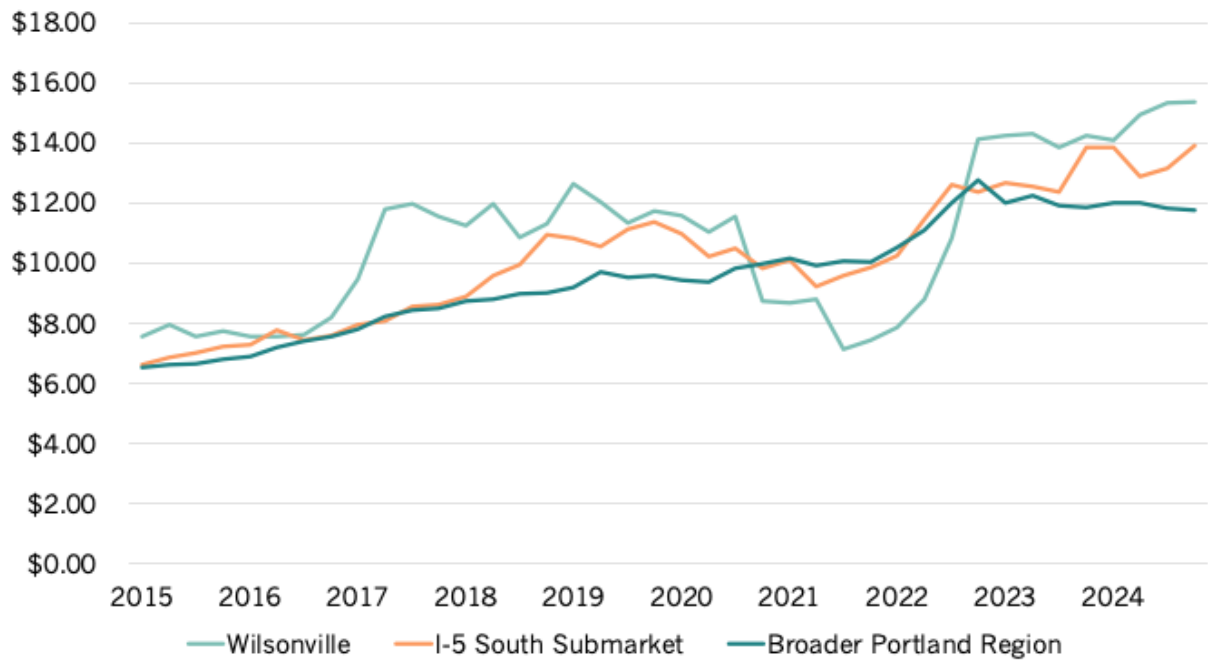


Source: CoStar, pulled February 2025



Industrial/flex rents in Wilsonville increased from 2015 to 2020 and were generally higher than the broader Portland region over the period.³³ Wilsonville shows a drop in lease rates between 2020 and 2021, likely due to COVID-19 impacts. However, rates rebounded in 2023, reaching \$15.38 per square foot in Q4 2024, higher than the broader Portland region (\$11.77) and I-5 South submarket (\$13.93). The combination of rising rents and very low vacancy rates suggests a robust industrial market in Wilsonville, potentially attracting new development, especially speculative development.

Exhibit 18: Industrial & Flex Rents Trends, 2015-2024



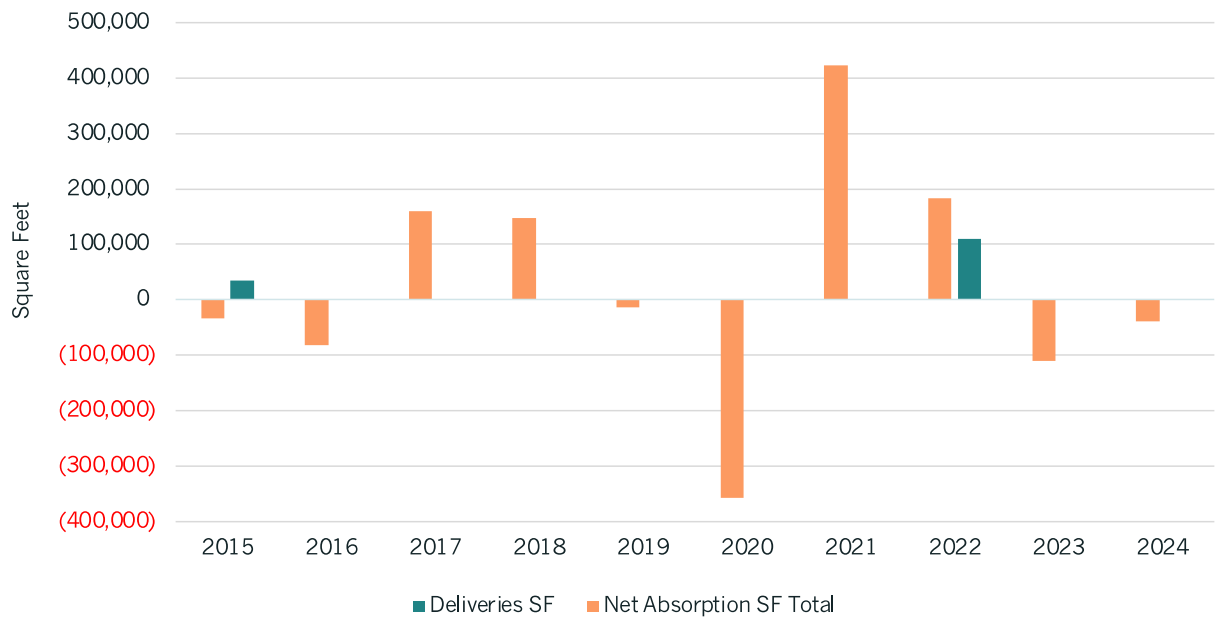
Source: CoStar, pulled February 2025

³³ Triple-Net (NNN) rents are annual rents on a per square foot basis. In a NNN lease, expenses such as taxes, insurance, and any utilities or maintenance costs, are also passed on to the tenant and paid separately from rent.



Net absorption has been generally positive for industrial properties over the past decade, with a large vacancy in 2020; however, it was followed by high positive net absorption the following year. Net absorption was negative in 2023 and through 2024 but at a smaller magnitude than in 2020.

Exhibit 19: Net Absorption for Industrial & Flex Space in Wilsonville, 2014 to 2024



Source: CoStar, pulled February 2025



TYPE OF INDUSTRIAL PRODUCT BUILT SINCE 2014

Within the industrial product type, CoStar delineates the properties into a secondary type based on their use, size, and amenities to industrial users. CoStar utilizes the following definitions for the secondary types of industrial space:

- ◆ **Distribution:** Spaces used for warehousing and distribution of inventory, that are typically 200,000 square feet or more, have clear heights of at least 28 feet, are less than 5% office space, and have site coverage that can be up to 40%.
- ◆ **Warehouse:** Buildings that are 25,000 square feet or greater, are up to 20 percent office area, have clear heights of 22 feet or greater, and have site coverage up to 50%.
- ◆ **Manufacturing:** Buildings that are typically 300,000 square feet or greater with an office area up to 50%.
- ◆ **R&D:** Flex space (see below) specifically used for research and development.
- ◆ **Flex/Other/Misc.:** A versatile building that may be used with office (corporate headquarters), research and development, mixed-use industrial and retail sales, and includes but is not limited to industrial, warehouse, and distribution uses. At least half of the rentable area of the building must be used as office space. Flex buildings typically have ceiling heights under 18 feet, with light industrial zoning. Flex buildings have also been called Incubator, Tech and Showroom buildings in markets nationwide.



Exhibit 20 shows industrial development by submarket and secondary industrial space types. Historically, the I-5 South submarket has made up about 10.2% of all industrial space in the Portland region. Over the past decade, the I-5 South submarket's share of new construction has been a bit lower. Since 2014, 8.7% of new industrial development in the region occurred in the I-5 South submarket.

The types of industrial space being built in the I-5 South submarket have also shifted:

- ◆ Warehouse and R&D space have grown in this area. While the I-5 South submarket holds about 27% of the region's total warehouse and R&D space, it captured around 35% of the new development in these categories over the past decade.
- ◆ In contrast, I-5 South has seen less manufacturing and distribution development. It holds 27% of the region's total space for these types but only accounted for 19% of new space built in the past 10 years.



Exhibit 20: Industrial Development Trends by Secondary Market Type, Broader Portland Region and I-5 South Submarket, 2014 to 2024

	ALL DEVELOPMENT		PAST 10 YEARS		I-5 CAPTURE RATES	
	BROADER PORTLAND REGION	I-5 SOUTH	BROADER PORTLAND REGION	I-5 SOUTH	ALL DEV'T	2014-2024
Distribution	49,002,646	5,677,113	16,716,663	1,222,159	11.6%	7.3%
Manufacturing	43,382,806	6,661,789	5,802,456	700,301	15.4%	12.1%
R&D	4,036,770	409,055	514,319	87,476	10.1%	17.0%
Warehouse	116,255,396	19,920,386	11,999,179	2,178,085	17.1%	18.2%
Flex/Other/Misc	156,220,367	4,831,339	24,957,511	1,053,586	3.1%	4.2%
Total	368,897,985	37,499,682	59,990,128	5,241,607	10.2%	8.7%

Source: CoStar, pulled August 2024

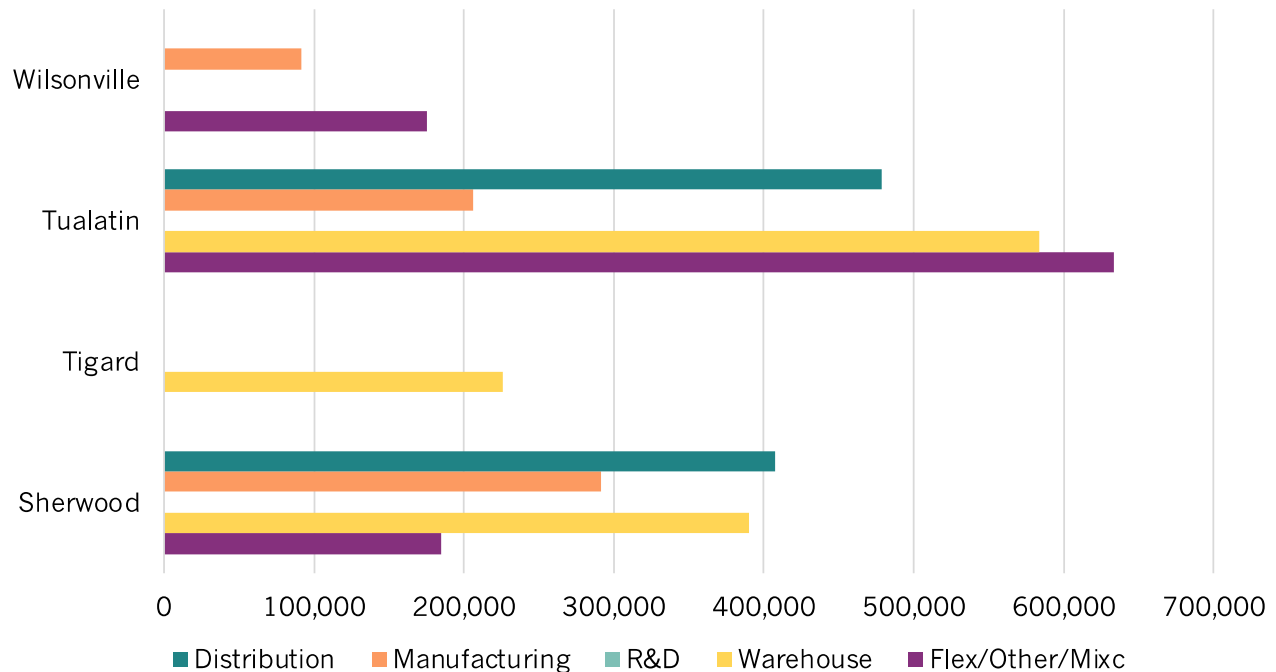
Industrial development along the I-5 South submarket has recently concentrated in Tualatin and Sherwood. This trend is likely due to Wilsonville's shortage of development-ready industrial land and large parcels, a view supported by interviews with local developers, brokers, and economic development organizations.

Many speculative industrial developers are seeking large sites, as demonstrated by recent developments in Sherwood and Tualatin on parcels exceeding 10 acres. Notable examples include the recently completed Sherwood Commerce Center on a 30+ acre site and the proposed Rock Creek industrial site development on 25 acres in Sherwood. In Tualatin, the Tualatin Sherwood Corporate Park was completed in 2023 on over 40 acres, while the Hedges Creek Industrial Park is expected to be completed in 2025 on a 20-acre site.

Local developers report that most of the industrial demand is coming from existing regional businesses rather than out-of-state companies. These local industrial users are primarily looking to expand or upgrade their current facilities within the area. Many express a desire to be outside the City of Portland and Multnomah County, citing concerns about public safety and higher rates of taxation.



Exhibit 21. Secondary Industrial Space Recently Built or Proposed in I-5 South Submarket by City, 2019-2026



Source: CoStar, pulled August 2024

Real estate leasing and development data suggest that Wilsonville's industrial market is strong but faces significant limitations to future growth. The City has very low industrial vacancy rates and higher-than-average rents, showing steady demand. However, very little new space has been built in the past decade, largely due to a shortage of development-ready industrial land and large sites. While regional interest in industrial space remains high—particularly in sectors like manufacturing and warehousing—most new development in the I-5 South submarket has occurred in neighboring cities like Sherwood and Tualatin. Without more development-ready land that is ready for construction, Wilsonville is likely to continue to miss out on capturing new industrial investment.

This section provides information about common industrial development types that are tracked by CoStar. They do not include other types of development that commonly occur on industrial land, such as indoor recreation, medical buildings, religious institutions, and government uses.



Wilsonville's Competitive Advantages and Disadvantages

Note to reviewers: This section will be further informed through discussions with economic development stakeholders and decision makers and will be revised in a later draft of the EOA.

Wilsonville's economic development potential is influenced by both local factors and the broader state and national economic trends. Economic conditions in Wilsonville relative to these conditions in other portions of the Portland region form Wilsonville's competitive advantage for economic development. Wilsonville's key competitive advantages include its strategic location in the southern Portland region, positioned between Portland and Salem; access to a well-educated workforce from both the Portland region and Mid-Valley labor sheds; and a supply of industrial land for employment growth, including sites near expanding job centers in Tualatin and Sherwood. The City also benefits from strong transportation connections via I-5, I-205, and Highway 217, as well as transit services. These attributes make Wilsonville an attractive choice for businesses and residents seeking a connected, high-quality place to live and work. How the City capitalizes on these strengths will be central to its future economic development.

Wilsonville's advantages for economic development include:

- ♦ **Location.** Wilsonville is strategically located at the southern edge of the Portland region, providing excellent access to both Portland and Salem job centers and consumer markets. Its location along the I-5 corridor allows businesses to efficiently serve a broad geographic area that spans the Portland region, Mid-Willamette Valley, and Pacific Northwest. Its proximity to both urban and rural amenities add to its appeal.
- ♦ **Transportation Infrastructure.** Wilsonville has strong regional transportation access with I-5, I-205, and Highway 217 facilitating efficient freight and commuter movement. Additional transportation strengths include existing and planned arterial roads as well as local and regional transit service provided by TriMet, WES Commuter Rail, and the South Metro Area Regional Transit (SMART).³⁴

Wilsonville is also 30 miles from the Portland International Airport and 20 from Port of Portland terminal providing connection to air and marine networks supporting container transport.
- ♦ **Foreign Trade Zone (FTZ) Access.** Wilsonville is located within Foreign Trade Zone 45 managed by the Port of Portland. Access to FTZ benefits

³⁴ Existing major arterials include SW Grahams Ferry Road, SW Boones Ferry Road, and SW Day Road; the City is also planning the extension of Basalt Creek Parkway.



provides advantages for firms engaged in global trade by enabling tariff deferral, duty elimination on re-exports, and logistical efficiencies. This makes Wilsonville particularly competitive for advanced manufacturing, semiconductor-related industries, and firms with complex international supply chains.

- ◆ **Availability of Industrial Land.** Wilsonville has 353 acres of vacant, buildable industrial land to accommodate employment growth. Much of this land is concentrated in two key employment areas:
 - **Coffee Creek:** Coffee Creek is supported by an active Urban Renewal District that funds critical infrastructure improvements. Coffee Creek's location near I-5 and other industrial areas makes it particularly attractive for industrial development.
 - **Basalt Creek:** Wilsonville's portion of Basalt Creek has a range of parcel sizes suitable for manufacturing, logistics, and supply chain uses.
- ◆ **Strong Industrial Base of Employment.** Wilsonville has a diverse and established industrial base. Manufacturing, wholesale trade, and construction account for 43% of total employment in the City, which is double the Portland region average. The City's manufacturing cluster includes high-tech, cleantech, electronics, materials, and food and beverage processing businesses. Wilsonville's industrial sectors support strong wage growth and contribute to economic resilience.
- ◆ **Proximity to other Growing Industrial Areas.** Wilsonville's industrial lands are a part of a larger cluster of industrial employment areas extending into Tualatin and Sherwood, offering supply chain efficiencies and complementary industry clustering.
- ◆ **Sustainable Water Supply.** Wilsonville has a sustainable water supply sourced from the Willamette River. This provides reliable capacity for industrial users with large water demands, including advanced manufacturing, semiconductor supply chains, cleantech, and food and beverage processors.
- ◆ **Business Support Services.** Wilsonville takes an active role in facilitating economic development, with dedicated programs and financing mechanisms that help reduce barriers to development, accelerate project readiness, and support job creation.
 - **Urban Renewal in Coffee Creek:** The Urban Renewal District plays a pivotal role in advancing infrastructure readiness and supporting new industrial development in Coffee Creek. Urban Renewal funds may be used to finance key infrastructure improvements in the Coffee Creek



Industrial Area including roads, sewer, water, and stormwater systems helping make sites more marketable and development ready. To date, one infrastructure project has been completed: the construction of Garden Acres Road to urban industrial standards. The Urban Renewal Plan also authorizes the purchase of land from willing sellers. The potential to buy, aggregate, and prepare land for development is a strategy that will be explored further in the EOA and Economic Development Strategy, and which merits discussion and consideration by policymakers.

- **WIN Program (Wilsonville Investment Now).** The WIN Program is a citywide business incentive tool that provides a limited-duration, partial property tax rebate to attract and retain traded-sector employers. The program offers flexible eligibility criteria that align with the City's economic development and industrial land strategies.
- ◆ **Proactive City Planning and Policy Alignment.** Wilsonville demonstrates strong leadership in aligning land use, infrastructure, housing, and economic development policy. The City has proactively advanced the Wilsonville Industrial Land Readiness Study, Housing Needs and Capacity Analysis, Housing Production Strategy, and several area-wide master plans, among others. This coordinated planning framework helps provide a predictable environment for business investment. Wilsonville also collaborates closely with regional and statewide partners—including Business Oregon, Greater Portland Inc., Metro, and the Wilsonville Chamber of Commerce—to support economic development and local businesses.
- ◆ **Redevelopment Potential in Town Center.** Wilsonville's Town Center offers strong potential for redevelopment into a vibrant mixed-use district. The Town Center Plan envisions a walkable, transit-accessible hub with expanded retail, services, housing, and employment uses. Public realm investments, flexible zoning, and catalytic projects can help drive momentum for redevelopment and create a more active community commercial center. Placemaking is considered one of the best strategies for driving local economic development in the 21st century. The redevelopment of Town Center represents one of the best opportunities the City has for creating a magnetic force that draws in traded sector and local businesses, as well as talent.
- ◆ **Labor Market.** Wilsonville draws from both the Portland region and Mid-Valley labor sheds, providing access to a large, skilled, and diverse workforce. Thriving residential growth continues to expand the City's labor pool and supports talent retention. The City also benefits from proximity to major higher education institutions that strengthen its workforce pipeline,



including local campuses of Clackamas Community College and Oregon Institute of Technology, as well as regional colleges and universities such as Portland Community College, Portland State University, and Willamette University.

- ◆ **Quality of Life.** Wilsonville's high quality of life is a key factor in attracting and retaining both businesses and talent. The City offers a balanced living environment with well-planned neighborhoods, a variety of housing options, high-performing K-12 schools, environmental stewardship, high quality urban amenities like its parks and library, and access to outdoor recreation. Its strategic location provides convenient access to both urban amenities in the Portland region and rural amenities in the Willamette Valley and surrounding areas.

Wilsonville's disadvantages for economic development include:

- ◆ **Limited Supply of Development-Ready Industrial Sites.** Wilsonville has over 350 acres of vacant industrial land, but much of it in Coffee Creek and Basalt Creek is not ready for development due to the absence of urban-level infrastructure. Ongoing investment is needed to support future industrial growth. In Basalt Creek in particular—especially the West Railroad area—major infrastructure gaps remain. Physical access is also constrained by limited vehicular routes and a low railroad undercrossing. Addressing these constraints will require substantial investment and coordination.
- ◆ **Small Lot Sizes and Fragmented Ownership Patterns.** The City has a limited inventory of large, contiguous, buildable parcels, which are attractive to large industrial owner-users, as well as speculative developers who need the efficiencies of a large project in order to make the development financially feasible. Fragmented ownership, small lot sizes, and lack of coordinated property aggregation in key areas create barriers to assembling larger sites suitable for modern industrial uses.
- ◆ **Lower-Intensity Existing Uses on Industrial Land.** Many parcels in Coffee Creek and Basalt Creek are used for low-density contractor establishments and outdoor storage. These uses do not align with Wilsonville's vision for higher-intensity, urban-style employment development. Because they generate steady income for property owners, there is little incentive to sell and/or redevelop. This phenomenon has limited industrial growth and development, and will continue to do so without intervention.
- ◆ **Power Supply Issues.** Some future industrial users may need more than 5 megawatts of power. Meeting this demand will require additional investment in power infrastructure. Close coordination with Portland General Electric will be essential to ensure capacity is available.



- ♦ **Traffic and Congestion.** Key arterials and the I-5 corridor experience congestion, particularly during peak hours. Planned transportation improvements will help but may be years in coming. Ongoing growth may continue to pressure transportation infrastructure and increase travel times for both freight and commuters.
- ♦ **Regional Housing Affordability Challenges.** Like many parts of the Portland region, Wilsonville faces regional housing affordability pressures that can affect workforce attraction and retention. Although the City has pursued strategies to expand housing options, affordability remains a key issue for both lower- and middle-income workers.
- ♦ **Limited Urban Amenities.** Wilsonville's suburban character and limited urban-scale amenities may pose challenges in attracting workers, particularly younger workers in technology, creative, and knowledge sectors. Enhancing live-work-play environments, such as those envisioned in Town Center, will be important to maintain talent competitiveness.

Public Facilities and Services

Provision and costs of public facilities and services can impact a firm's decision about expanding or locating in a City. One of the primary considerations about developing a site is whether it has infrastructure to or near the site, including water, wastewater, stormwater, and roads. If infrastructure is not developed to or near the site, the consideration becomes whether infrastructure can be extended in a timely manner and at a financially feasible cost.

This section discusses Wilsonville's water system, storm system, and wastewater system infrastructure. It answers the question of whether Wilsonville has or is planning to have sufficient capacity to support the amount and types of development proposed in the EOA.

Note to reviewers: This section will be completed in a later draft of the EOA.

WATER
WASTEWATER
STORMWATER
TRANSPORTATION



2. Employment Forecast Options

Note to reviewers: This section will be completed in a later draft. For now, we've included a summary of the forecast options to guide our upcoming discussion with the Planning Commission and City Council. The final draft will identify the selected forecast, which will then inform land needs for the rest of the EOA.

Statewide Planning Goal 9 requires cities to estimate how much land is needed for commercial and industrial development over a 20-year period. In Wilsonville, that means identifying how much employment growth is expected by 2046 and what kinds of businesses are likely to locate here. This section presents employment forecast options for the City to consider as part of the EOA.

Employment Base for Projection

To estimate future employment land needs, ECONorthwest first developed a baseline of current employment in Wilsonville. This baseline provides the foundation for forecasting job growth and associated land needs through 2046.

ECONorthwest began with covered employment³⁵ data from the Oregon Employment Department's confidential Quarterly Census of Employment and Wages (QCEW), which includes most wage and salary employment. According to this data, Wilsonville had approximately 23,128 covered employees in 2023 (see Exhibit 5 and Exhibit 22). This is the best and most currently available data for Wilsonville and reflects changes in employment post-COVID.

However, covered employment does not account for all workers in the economy, notably excluding sole proprietors. An analysis of the data shows that *covered* employment reported by the Oregon Employment Department for Clackamas County represents only about 68% of *total* employment reported by the U.S. Department of Commerce.³⁶ This ratio was evaluated for each employment sector in Clackamas County and the resulting figures were used to estimate the number of noncovered employees.

³⁵ Covered employment includes employment covered by unemployment insurance.

³⁷ We consider this growth rate because some types of employment, such as commercial services, typically grow at the rate of population growth. Between 2010 and 2023, the historical growth rate of households was 2.5% per year.



Based on this methodology, ECONorthwest estimates that Wilsonville had approximately **32,822 total jobs** in 2023 (Exhibit 22). This estimate serves as the starting point for evaluating future employment growth and land needs.

Exhibit 22. Estimated Total Employment by Sector, Wilsonville Planning Area, 2023

Sector	Covered Employment	Estimated Total Employment	Covered % of Total
Agriculture, Forestry, Fishing, and Hunting	19	34	56%
Construction	3,192	4,154	77%
Manufacturing	3,725	4,050	92%
Wholesale Trade	3,337	4,000	83%
Retail Trade	2,130	2,841	75%
Transportation and Warehousing and Utilities	868	1,974	44%
Information	79	119	66%
Finance and Insurance	177	451	39%
Real Estate and Rental and Leasing	237	1,778	13%
Professional, Scientific, and Technical Services	2,340	4,344	54%
Management of Companies and Enterprises	478	568	84%
Admin, Support, Waste Mgt, and Remed	2,030	2,772	73%
Private Education	105	201	52%
Health Care and Social Assistance	1,061	1,273	83%
Arts, Entertainment, and Recreation	189	443	43%
Accommodation and Food Services	1,361	1,513	90%
Other Services and Public Administration	496	922	54%
Government	1,304	1,385	94%
Total	23,128	32,822	70%

Source: 2023 covered employment from confidential Quarterly Census of Employment and Wage (QCEW) provided by the Oregon Employment Department. ECONorthwest estimate for total employment.



Employment Forecast Options

The employment forecast covers the 2026 to 2046 period. Accounting for the fact that some employment is not covered, we estimate that Wilsonville has about 32,822 total employees in 2023, shown in Exhibit 22. This is the basis for the employment forecast.

Exhibit 23 shows the forecast rate options:

- ◆ **Urban Growth Report:** This option is based on the rate of growth that Metro used to forecast employment growth across the Portland region in the most recent Urban Growth Report, which is 0.42% growth per year. Using this growth rate will result in growth of 2,910 new employees in Wilsonville between 2026 and 2046.
- ◆ **Oregon Employment Department (OED) Regional Employment Growth Rate:** This option is based on the rate of growth that the OED forecasts for the three-county Portland region in the most recent regional employment projection (for 2023-2033), which is 0.85% growth per year. Using this growth rate will result in growth of 6,225 new employees in Wilsonville between 2026 and 2046.
- ◆ **Historic Employment Growth Rate in Wilsonville:** This option is based on the rate of growth of employment in Wilsonville for the 2007 to 2023 period (see Exhibit 7), which is 1.03% growth per year. Using this growth rate will result in growth of 7,711 new employees in Wilsonville between 2026 and 2046.
- ◆ **Housing Needs and Capacity Analysis (HNCA) Household Growth Rate:** This option is based on the rate of growth of households forecast in the recently adopted HNCA, which is 1.20% growth per year.³⁷ Using this growth rate will result in growth of 9,166 new employees in Wilsonville between 2026 and 2046.

³⁷ We consider this growth rate because some types of employment, such as commercial services, typically grow at the rate of population growth. Between 2010 and 2023, the historical growth rate of households was 2.5% per year.



Exhibit 23. Forecast Rate Options for Employment Growth in Wilsonville, 2026-2046

Year	Jobs grow at the rate of...			
	Urban Growth Report (0.42%)	OED Regional Employment Growth (0.85%)	Historic Employment Growth in Wilsonville (2007-23) (1.03%)	HNCA Household Growth Rate (1.20%)
2026	33,238	33,668	33,848	34,018
2046	36,148	39,893	41,559	43,184
Change 2026 to 2046				
Employees	2,910	6,225	7,711	9,166
Percent	9%	18%	23%	27%
Growth Rate	0.42%	0.85%	1.03%	1.20%

Source: ECONorthwest

Each employment forecast option results in a different estimate of how much land Wilsonville may need to support job growth over the next 20 years. There is no “correct” forecast. Selecting a forecast will shape the City’s long-term economic development and land use policies, so it is important that the forecast is based on realistic assumptions and reflects local priorities.

Each forecast considers information about how the regional economy is expected to grow (such as the Urban Growth Report forecast and the OED Regional Employment Growth forecast). The issue is how Wilsonville will grow in the context of the Portland region. Key considerations include: availability of land for development and redevelopment in Wilsonville, when development may occur, Wilsonville’s economic development advantages and disadvantages, and the City’s economic development policies that may encourage development to occur faster in the city than the region.

City Council will ultimately decide which forecast to adopt. All the growth rates presented are reasonable and supported by available data. ECONorthwest recommends the City Council consider these forecasts alongside the economic trends discussed earlier in this memo. ECONorthwest’s observations about each of these forecasts include the following:

- ♦ **Urban Growth Report:** This forecast seems low, given Wilsonville’s historical employment growth (which was much faster than the growth rate Metro is forecasting for the region), Wilsonville’s economic development advantages, the supply of buildable (if not currently development-ready) industrial land in the city, the types of employment located in Wilsonville currently, and the forecast of growth of population (as it relates to demand for commercial service businesses).
- ♦ **Oregon Employment Department (OED) Regional Employment Growth Rate:** This forecast seems reasonable, given the factors discussed in the

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bullet above. It shows a somewhat slower growth rate than Wilsonville's rate of growth in the past but that may be consistent with state and national trends for slower employment growth. In addition, it may be reasonable to expect that Wilsonville will grow at a slower pace over the next five to 10 years. Much of Wilsonville's industrial land is not development-ready and will take time and investments to make development-ready. Growth of commercial businesses will depend on redevelopment of Town Center and other larger vacant commercial buildings (such as the Albertsons, Rite Aid, and Home Depot buildings), as well as policy changes like re-zoning underutilized land to allow more commercial uses.

- ◆ **Historic Employment Growth Rate in Wilsonville:** This forecast also seems reasonable based on the reasons in the bullet above. Achieving this growth rate will likely require the City to make policy changes to support economic development sooner, such as actions that support redevelopment of Town Center and infrastructure investments to make land development-ready.
- ◆ **Housing Needs and Capacity Analysis (HNCA) Household Growth Rate:** For the reasons in the bullets above, this forecast growth rate may be overly optimistic. Achieving employment growth this fast will require faster policy changes and more actions that support development and redevelopment sooner. These actions may require more resources than are currently available to the City currently.



Appendix A. National, State, Regional, and Local Economic Trends

The economic trends discussed in this appendix are based on long-term trends that are generally expected to continue on national, state, and regional scales.

National and State Trends

Economic development in Wilsonville over the next 20 years will occur in the context of long-run national and state trends. The most important of these trends are as follows:

- ♦ **Slower labor force growth will be offset by increased productivity gains.**

According to the Oregon Office of Economic Analysis (OEA), long-term economic growth is shaped by two primary factors: the number of workers and their productivity. Oregon's labor force growth is slowing due to persistently low birth rates and ongoing shifts in migration trends—factors that have led to downward revisions in the state's population growth outlook. OEA anticipates that economic growth will be increasingly driven by gains in productivity as employers adapt to a tight labor market.

Employment is still expected to grow, but at a slower pace than previously forecast. Total nonfarm employment is projected to grow at an average annual rate of 0.6% through 2034, down from higher rates seen in prior decades. Productivity, meanwhile, is expected to rebound, supported by rising capital investment and the adoption of technologies like generative artificial intelligence (AI). These forces are expected to help businesses operate more efficiently and maintain economic momentum despite a slower-growing workforce.³⁸

- ♦ **Manufacturing remains vital to Oregon's economy but faces near-term employment declines.** Manufacturing accounts for a slightly larger share of employment in Oregon compared to the national average, with 9.9% of jobs in the sector versus 8.4% nationally.³⁹ Over the long term, Oregon's

³⁸ Oregon Economic Analysis, Oregon Economic and Revenue Forecast, March 2025. Vol. XLV, No. 1. Release date February 2025, <https://www.oregon.gov/das/oea/Documents/OEA-Forecast-0325.pdf>

³⁹ Oregon Employment Department, Made in Oregon: A profile of the State's Manufacturing Sector, May 2024.



manufacturing sector has experienced stronger growth than the nation. Since reaching its lowest employment level in 2010, manufacturing employment in Oregon increased by 15% through 2023, compared to 13% nationally.⁴⁰

Despite this long-term growth, recent trends have been less favorable. While most of the jobs lost during the pandemic were recovered, manufacturing employment in Oregon remains below 2019 levels and declined throughout much of 2023. Since January 2019, Oregon's manufacturing employment has decreased by 6%, while national manufacturing employment has increased by 1%.⁴¹ Rising costs, particularly in housing and taxes, coupled with recent policy shifts, may be outweighing Oregon's traditional quality-of-life benefits for manufacturers. The lack of development-ready land is also frequently cited as a primary obstacle for manufacturers looking to expand in or relocate to Oregon, potentially driving businesses to other states.⁴²

These recent setbacks are notable given the state's historical strength in manufacturing and stand in contrast to national trends, where the sector has been more resilient. Although federal investments like the CHIPS Act may offer long-term opportunities, their impacts have yet to materialize in job growth.⁴³ Overall, Oregon's manufacturing sector continues to reflect a broader statewide shift toward increased productivity and capital investment, rather than labor-driven expansion. It remains an essential part of the economy, but its contribution to short-term job growth is likely to be limited.⁴⁴

- ◆ **Rising trade tensions increase risks to Oregon's export-dependent economy.** Oregon's economy is particularly sensitive to changes in national trade policy due to its high reliance on exports and manufacturing, which together account for a significant share of the state's GDP.⁴⁵ Core export sectors, including semiconductors, machinery, transportation equipment, and agricultural products, are especially vulnerable to global market disruptions.

⁴⁰ Oregon Employment Department, Made in Oregon: A profile of the State's Manufacturing Sector, May 2024.

⁴¹ Oregon Employment Department, Made in Oregon: A profile of the State's Manufacturing Sector, May 2024.

⁴² Oregon Business & Industry. *The Condition of Oregon's Manufacturing Sector*. October 2024. <https://oregonbusinessindustry.com/wp-content/uploads/The-Condition-of-Oregons-Manufacturing-Sector-October-2024.pdf>.

⁴³ Oregon Economic Analysis, Oregon Economic and Revenue Forecast, March 2025. Vol. XLV, No. 1. Release date February 2025, <https://www.oregon.gov/das/oea/Documents/OEA-Forecast-0325.pdf>

⁴⁴ Ibid

⁴⁵ Ibid



The state's exposure is further heightened by the concentration of its exports. More than 50% are destined for just three countries: Mexico, China, and Canada.⁴⁶ This creates a heightened risk that disruptions with any one trading partner could have broad economic impacts. Recent tariff policies introduced by the Trump Administration in early 2025 have added to these concerns.

Oregon's elevated export share of GDP places the state in a vulnerable position should trade tensions escalate. Policymakers often reference the 2018–2019 trade war as a cautionary example. During that period, rising tariffs and retaliatory measures contributed to a 2.5 percentage point decline in state economic growth.⁴⁷ A similar slowdown remains a risk if current disputes continue to intensify.

- ♦ **Tighter immigration policies may constrain Oregon's labor supply in key industries.** Stricter immigration policies initiated by the Trump Administration are expected to reduce labor availability in several key sectors that rely heavily on foreign-born workers, including construction, agriculture, food processing, and hospitality. The Oregon Office of Economic Analysis notes that immigration policies will remain a critical variable shaping the state's labor market flexibility and long-term growth prospects. Given Oregon's reliance on net in-migration for workforce growth, federal immigration restrictions may exacerbate hiring challenges, limit productivity, and increase wage inflation in affected sectors.⁴⁸
- ♦ **Increases in automation across sectors reshapes workforce demands.** Automation has been a long-running trend in employment, leading to productivity gains across sectors. Additionally, the enhancement of artificial intelligence (AI) is expanding automation possibilities beyond routine tasks to jobs previously thought impervious, such as office and cognitive roles. However, complete job replacement due to AI is expected to be minimal with task efficiencies and shifting tasks within jobs as more likely outcomes.^{49,50} The U.S. Government Accountability Office (GAO) reports

⁴⁶ Ibid

⁴⁷ Oregon Economic Analysis, Oregon Economic and Revenue Forecast, March 2025. Vol. XLV, No. 1. Release date February 2025, <https://www.oregon.gov/das/oea/Documents/OEA-Forecast-0325.pdf>

⁴⁸ Ibid

⁴⁹ BLS, Growth Trends for Selected Occupations Considered at Risk from Automation, July 2023, <https://www.bls.gov/opub/mlr/2023/article/growth-trends-for-selected-occupations-considered-at-risk-from-automation.htm>

⁵⁰ Manhattan Strategy Group, Job Automation Risk and the Future of Skills: Skills and Competency Change in the U.S. Workforce, May 2023, <https://www.dol.gov/sites/dolgov/files/OASP/evaluation/pdf/FutureofSkillsLitScan-20230515.pdf>



that automation could be widespread, with anywhere from 9% to 47% of jobs being automated in the future according to academic research.⁵¹

The GAO identified that jobs requiring a blend of soft skills (management, interpersonal), process skills, and technical expertise face lower automation risks. Most of the top 20 in-demand jobs share this mixed skill set trait, including nurse practitioners, statisticians, occupational therapy assistants, home health aides, physical therapist assistants, medical managers, physician assistants, information security analysts, and data scientists, among others.⁵² Lower-wage jobs are the most likely to be automated. The GAO reported that over 80% of jobs paying less than \$20 per hour are susceptible to automation over the next two decades. About 30% of jobs paying \$20 to \$40 per hour and 4% of jobs paying \$40 or more per hour were also identified as at risk.⁵³

Oregon's automation trajectory mirrors national trends, with lower and middle-wage jobs facing higher automation potential. The state's tight labor market may further drive productivity and efficiency gains bolstered by AI's transformative potential.

◆ **Shifts in the national commercial and industrial real estate markets:**

Following the COVID-19 pandemic, commercial and industrial real estate markets continue to face challenging development conditions. The increased cost of capital has made many projects economically infeasible, especially speculative projects that rely on debt financing and those with longer loan payback periods.⁵⁴ Higher interest rates have also reduced property valuations, complicating the ability of developers to secure construction financing and attract equity investments.⁵⁵ Additionally, rising construction costs—driven by inflation and supply chain disruptions—have further complicated development efforts across these sectors.

- **Demand for office space remains soft.** The U.S. office market is in decline, driven largely by the shift to remote and hybrid work. The share of employees working from home rose from 24% in 2019 to 33% in 2024.⁵⁶ This trend has contributed to ten consecutive quarters of negative net absorption and a national reduction of 18.2 million square

⁵¹ Government Accountability Office, Workforce Automation, August 2023, <https://www.gao.gov/assets/gao-22-105159.pdf>

⁵² Government Accountability Office, Workforce Automation, August 2023.

⁵³ Executive Office of the President. (2016). Artificial Intelligence, Automation, and the Economy.

⁵⁴ If developers take on debt to finance a project, the longer they take to repay the loan, the more interest will accrue.

⁵⁵ In addition to loans, developers will typically finance projects in part with equity investments, in which investors become shareholders in the project.

⁵⁶ BLS, [American Time Use Survey](#), 2025; does not differentiate between part- and full-time workers

feet in occupied office space.⁵⁷ Office construction has slowed substantially with the development pipeline down 67% since early 2020.⁵⁸ While high-quality office spaces in prime locations continue to attract tenants, older and mid-tier properties face uncertainty, with some being repurposed.

The office sector continues to recalibrate to hybrid work with attendance stabilizing in the 60-70% range on peak attendance days, setting a new baseline for space requirements. Cushman & Wakefield projects that overall occupancy will begin to stabilize in late 2025 as demand gradually returns, supported by headcount growth and new business formation.⁵⁹ Investment interest in traditional office properties remains weak, though medical office space shows strong prospects.⁶⁰

- **Demand for retail space remains stable:** The U.S. retail market ended 2024 on a strong note, with 1.4 million square feet of net absorption in Q4 (the highest quarterly total of the year) and a steady shopping center vacancy rate of 5.4%. While total annual absorption declined substantially from 2023, and store closures reached their highest level since 2020, retail fundamentals remain resilient. Limited new construction and solid consumer spending have helped keep vacancy rates and rents stable. Looking ahead, retail growth is expected to continue at a slower, more strategic pace, with demand increasingly concentrated among top-performing brands.⁶¹
- **Strong and sustained demand for industrial space.** The industrial real estate market experienced strong growth over the past decade, with investment prospects improving significantly between 2014 and 2021. Historically, fulfillment and warehouse space have been the most attractive investment options, outperforming research and development, manufacturing, and flex space. However, in recent years, these distinctions have blurred, with all industrial subtypes now holding similar investment ratings just below "good."⁶²

While the market remained strong in 2022 and 2023, 2024 has seen signs of a slowdown. Vacancy rates have risen to 6.1% but remain below historical averages, with a peak of 6.7% expected in early 2025 before declining.⁶³ Despite slowing, rent growth continues at 3.7% year-over-

⁵⁷ Cushman & Wakefield, [U.S. Office Marketbeat Q2 2024](#)

⁵⁸ Ibid

⁵⁹ Cushman & Wakefield, [U.S. Office Marketbeat Q2 2024](#)

⁶⁰ Urban Land Institute [2024 Emerging Trends in Real Estate, United States and Canada](#)

⁶¹ Cushman & Wakefield Q4 2024 U.S. Retail MarketBeat report

⁶² Urban Land Institute [2024 Emerging Trends in Real Estate, United States and Canada](#)

⁶³ Cushman & Wakefield, Industrial [Marketbeat Q2 2024 U.S. National Industrial Report](#)



year.⁶⁴ An increase in new supply (1.2 billion square feet in 2022-2023) has contributed to rising vacancies, but construction has since dropped 46%, tightening future inventory.⁶⁵ Looking ahead, the sector is expected to stabilize, with sustained demand driven by reshoring, e-commerce, and evolving supply chain strategies.⁶⁶ The impact of recent trade policies and tariffs on industrial real estate demand remains uncertain, as they can both stimulate reshoring and new investment while also increasing costs and risking business contraction.

- ♦ **The aging of the baby boomer generation and the need for replacement workers.** As the baby boomer generation continues to retire, the number of Social Security recipients is expected to increase from over 65 million in 2023 to over 86 million in 2045, a 32% increase. In 2023, there were 36 Social Security beneficiaries per 100 covered workers, but by 2045, there is expected to be 45 beneficiaries per 100 covered workers. This will increase the percent of the federal budget dedicated to Social Security and Medicare.⁶⁷

While the Bureau of Labor Statistics projects total U.S. employment to grow by 4.7 million jobs from 2023 to 2032, this job growth is unlikely to be sufficient to replace all the baby boomer retirees leaving the workforce during that period. The BLS estimates there will be 18.6 million annual job openings arising from the need to replace retiring workers and workers changing occupations, in addition to openings from newly created positions.⁶⁸ The sectors expected to grow the fastest are healthcare support, computer and mathematical occupations, healthcare practitioners, and community and social service.⁶⁹

- ♦ **Growth of entrepreneurship and small businesses.** The creation of new businesses plays a vital role in driving Oregon's economic growth. Start-ups generate employment opportunities, introduce innovative products and services, and help better serve local communities. According to the 2023 Small Business Profile from the U.S. Small Business Administration Office of Advocacy, small businesses (defined as having between zero and 500 employees) account for 99.9% of total businesses in the United States and employ 46% of the American workforce. Oregon's performance in early-

⁶⁴ Ibid

⁶⁵ Ibid

⁶⁶ JLL, [Q1 2024 Industrial Outlook](#)

⁶⁷ The Board of Trustees, Federal Old-Age and Survivors Insurance and Federal Disability Insurance Trust Funds, 2023 <https://www.ssa.gov/oact/TR/2023/tr2023.pdf>

⁶⁸ Bureau of Labor Force Occupational Separations and Openings, 2023-2032 <https://www.bls.gov/emp/tables/occupational-separations-and-openings.htm>

⁶⁹ Bureau of Labor Statistics Employment Projections – 2023-2032, September 2023 <https://www.bls.gov/news.release/pdf/ecopro.pdf>



stage entrepreneurship activity, as measured by the Kauffman Early-Stage Entrepreneurship (KESE) Index, ranked 25th in the country in 2020.^{70,71}

Start-up activity had been trending down for decades in Oregon and across the nation leading up to the pandemic, but since the pandemic, new business formation has increased and appears to be maintaining this higher rate.⁷² In terms of outlook for start-ups, several key factors are at play. High inflation, rising interest rates, and recession risks, along with tighter venture capital and banking lending conditions, will likely slow new business formation. However, several favorable factors could mitigate these impacts and support continued strength in entrepreneurship and small business formation in Oregon. These include increased personal savings and home equity levels, which are common funding sources for new businesses, along with the shift toward remote work opportunities and the large millennial generation entering their prime entrepreneurial years (late 30s and early 40s, according to Census Bureau research).⁷³

- ♦ **Continued transformation of retail.** In the last two decades, retail sales by e-commerce and warehouse clubs/supercenters (a lower-cost model to the traditional department store) have increased steadily. Online retail purchases increased from about 6% of all retail purchases in 2014 to about 16% of retail purchases in 2023.⁷⁴ Ultimately, the growth in online shopping and the increasing dominance of large supercenters has made it difficult for small and medium-sized retail firms (offering a narrower selection of goods) to compete. Declining net profits and increased competitive pressures have led many well-known retailers (e.g., JCPenney, Macy's, Sears) to declare bankruptcy or to scale back their operations.

In the future, the importance of e-commerce will likely continue to grow. However, despite the highly publicized closures of brick-and-mortar stores, physical retail is likely to remain an important part of the retail sector as well. Since modern consumers are increasingly price sensitive, less brand loyal, and (since the advent of internet) able to substitute between retailers easily, retailers must be nimble and able to adjust to the changing needs of their customers if they are to remain competitive.

⁷⁰ Kauffman Foundation. *Kauffman Indicators of Entrepreneurship*. Early-Stage Entrepreneurship. The Kauffman Index, Oregon. <https://indicators.kauffman.org/>.

⁷¹ This index comprises four statistics: the rate of new entrepreneurs, the opportunity share of new entrepreneurs, start-up density, and start-up early survival rate.

⁷² Josh Lehner. "Strong Startup Activity Continues" Oregon Office of Economic Analysis, May 3, 2023. Retrieved from <https://oregoneconomicanalysis.com/2023/05/03/strong-start-up-activity-continues/>

⁷³ Josh Lehner. "Strong Startup Activity Continues" Oregon Office of Economic Analysis, May 3, 2023. Retrieved from <https://oregoneconomicanalysis.com/2023/05/03/strong-start-up-activity-continues/>

⁷⁴ U.S. Census Bureau News, Quarterly Retail E-Commerce Sales, 4th Quarter 2023 https://www.census.gov/retail/mrts/www/data/pdf/ec_current.pdf



The types of brick-and-mortar retail and related services that are likely to remain viable are those offering goods that consumers prefer to purchase in person or goods that are difficult to ship and return, such as large furniture items. Additionally, retailers specializing in groceries, personal goods that are needed immediately, restaurants, and experiential offerings like entertainment or social activities are expected to maintain their presence. According to the Urban Land Institute, large retailers such as Macy's, Nordstrom, Kohl's, and Ikea are experimenting with downsizing storefronts to operate spaces that can be flexible to changing consumer needs. These locally scaled shops feature in-person merchandise and services that are in demand for modern consumers: curated inventory, tailored services, and e-commerce fulfillment.⁷⁵

- ◆ **Changing places where work is being done.** The COVID-19 pandemic accelerated the shift to remote work, with the share of employees working from home increasing from 24% in 2019 to 33% in 2024, according to the Bureau of Labor Statistics' American Time Use Survey.⁷⁶ However, the ability to work remotely is not equally distributed. Those most likely to have remote work opportunities tend to have higher educational attainment, be white or Asian, and be over 25 years old.⁷⁷ This uneven access to remote work raises equity concerns, as certain demographic groups may be disadvantaged in accessing these flexible work arrangements.

Remote work trends have consequences for downtown health and recovery. OEA found that downtown recoveries are not driven by regional economic changes but rather are impacted by the strength of three components: workers, residents, and visitors.⁷⁸ If a significant portion of previous downtown workers are now working remotely from other locations, downtowns need to capture or bolster resident and visitor spending to counteract this shift.

In 2025, major employers like Amazon, Dell, Walmart, and federal agencies have issued full-time return-to-office (RTO) mandates to justify office costs, boost perceived productivity, and reassert control—often in response to stock declines. Yet remote work remains far more common than before the pandemic, with over one in four U.S. workdays in 2024 done from home, up

⁷⁵ Holly Dutton. "More Retailers Are Rolling out Small-Format Stores" *Urban Land Institute*, January 8, 2024. <https://urbanland.uli.org/economy-markets-trends/more-retailers-are-rolling-out-small-format-stores>

⁷⁶ BLS, [American Time Use Survey](#), 2025; does not differentiate between part- and full-time workers

⁷⁷ Ben Casselman, Emma Goldberg, and Ella Koeze. "Who still works from home?" *New York Times*, March 8, 2024.

⁷⁸ Oregon Office of Economic Analysis, Downtown Recoveries 2023 Update, <https://oregoneconomicanalysis.com/2023/07/18/downtown-recoveries-2023-update/>



from one in fourteen pre-pandemic. Remote job postings are down, but demand remains high: just 20% of LinkedIn listings are remote or hybrid, yet they attract 60% of applications. While the current labor market favors employers, experts expect that retirements and an aging workforce will tighten labor supply, prompting a renewed need for flexibility. Smaller firms are already using remote options to attract talent, pointing to a future where workplace flexibility is a competitive necessity.⁷⁹

- ◆ **Continued increase in demand for energy even as the sources supplying that energy shifts.** The 2023 Inflation Reduction Act aimed to drive increased investments in climate and energy projects across the United States.⁸⁰ As a result of the renewable energy investments and subsidies, the nation's energy consumption pattern is anticipated to undergo a shift over the coming years. There is an expected move away from traditional fossil fuels like crude oil and natural gas toward renewable energy sources.⁸¹

However, this shift is not expected to reduce overall energy consumption. From 2023 to 2050, the U.S. Energy Information Administration (EIA) estimates that total energy consumption will rise due to population growth and economic expansion outpacing efficiency gains. This increasing demand is anticipated to be driven primarily by the industrial sector and, to a lesser extent, transportation.

- ◆ **Impact of rising energy prices on commuting patterns.** As energy prices increase over the planning period, transportation energy consumption is expected to shift to electric or fuel-efficient vehicles.⁸² The share of electric vehicles is expected to grow from less than 6% in 2023 to 19% in 2050.⁸³ The Energy Information Administration estimates an 8% increase in transportation energy consumption, partially attributable to increasing vehicle miles traveled (VMT) that offset efficiency upgrades. With expected increases in fuel economy, people may commute farther while consuming less energy. VMT for passenger vehicles is forecasted to increase between 12% and 33% through 2050. Lower-income households may face financial barriers to efficiency upgrades and tend to have longer commutes, which may force them to face the brunt of rising energy prices.

⁷⁹ Jennifer Liu, "5 Years into the Remote Work Boom, the Return-to-Office Push Is Stronger than Ever—Here's Why," CNBC, March 23, 2025. <https://www.cnbc.com/2025/03/23/5-years-into-the-remote-work-boom-the-return-to-office-push-is-stronger-than-everheres-why.html>.

⁸⁰ Energy Information Administration, Inflation Reduction Act of 2023

⁸¹ Energy Information Administration, Inflation Reduction Act of 2023

⁸² Energy Information Administration, 2023, *Annual Energy Outlook 2023 with Projections to 2050*, U.S. Department of Energy, March 2023.

⁸³ Energy Information Administration, 2019, *Annual Energy Outlook 2019 with Projections to 2050*, U.S. Department of Energy, January 2019.



- ♦ **High rates of inflation.** For the last several decades, inflation rates have generally stayed below 3% in the United States. Inflation started to increase in 2021, reaching 9.1% in June 2022 year-over-year, the largest annual increase in about 40 years.⁸⁴ In December 2024 the annual inflation rate was 2.9%, a marked reduction from the 2022 inflation rate.⁸⁵ Continued high rates of inflation may slow economic growth, further erode purchasing power, discourage savings, and lead to a national recession. Recent tariff policies and trade tensions may lead to new increases in inflation in 2025 and beyond.
- ♦ **Income gains in Oregon.** Oregon's economic growth in the past decade has led to improvements in the state's income and wage levels relative to the rest of the nation. Notably, Oregon's median household income has surpassed the national level for the first time in over 50 years.⁸⁶ Higher incomes can have positive impacts on an economy through improved standards of living and higher consumer spending, increased tax revenue potential, and talent attraction and retention, among others.
- ♦ **Potential impacts of global climate change.** Oregon and the Pacific Northwest have been experiencing the impacts of global climate change over the past 30 years, exacerbated by extreme events such as the 2020 Labor Day fires that burned over 840,000 acres in Oregon and the June 2021 heat dome that caused temperatures to soar to 111°F in Eugene and 116°F in Portland.⁸⁷ According to the National Oceanic and Atmospheric Administration (NOAA), between 1980 and 2023, the U.S. experienced an average of 8.5 weather-related disasters per year where overall damages/costs reached or exceeded \$1 billion (adjusted for inflation). However, the number of such events has increased in the last five years, with an average of 20.4 events per year.⁸⁸ The Pacific Northwest is not only experiencing an increased frequency and severity of extreme weather events but also long-term climatic changes. These long-term changes include:
 - **Increased average annual day and nighttime temperatures.** If greenhouse gas (GHG) emissions continue at the current rate,

⁸⁴ Bureau of Labor Statistics, U.S. Department of Labor, *The Economics Daily*, Consumer prices up 9.1% over the year ended June 2023, largest increase in 40 years at <https://www.bls.gov/opub/ted/2023/consumer-prices-up-9-1-percent-over-the-year-ended-june-2023-largest-increase-in-40-years.htm> (visited July 25, 2023).

⁸⁵ Bureau of Labor Statistics, U.S. Department of Labor, *The Economics Daily*, Consumer Price Index: 2024 in Review, <https://www.bls.gov/opub/ted/2025/consumer-price-index-2024-in-review.htm>

⁸⁶ Oregon Economic Analysis, Oregon Economic and Revenue Forecast, March 2024. Vol. XLIV, No. 1.

⁸⁷ <https://www.ncei.noaa.gov/access/monitoring/monthly-report/national/202106/supplemental/page-6>.

⁸⁸ <https://www.ncei.noaa.gov/access/billions/#:~:text=Menu-Overview,376%20events%20exceeds%20%242.655%20trillion.>



temperatures in Oregon are projected to rise approximately 5°F by the 2050s and 8.2°F by the 2080s.⁸⁹ These higher overall temperatures can have consequences, including increased mortality rates, the spread of diseases, and the forced migration of plants and animals as ecosystems undergo changes. Vegetation may become stressed and die, leading to an accumulation of fuel loads that heighten the risk of wildfires. Some areas that were once forestlands are transitioning into shrublands after being affected by forest fires.

- **Reduced snowpack and increased drought conditions.** As temperatures increase, snowpack is anticipated to decrease, reducing stream levels and water availability in the summer months.⁹⁰ Drought conditions can reduce surface water availability, reduce hydropower generation, and reduce recreational activities.⁹¹
- **Increased risk of high heat events.** Climate change increases the likelihood of experiencing high heat events like the June 2021 extreme heat wave that resulted in temperatures ranging from 110°F to 120°F in Oregon and Washington. This heat event caused approximately 159 deaths in Washington and more than 100 deaths in Oregon.^{92,93}
- **Increased risk of wildfire.** Changing precipitation patterns and drought conditions are increasing fuel loads in wildland areas, increasing the risk of wildfires throughout the Pacific Northwest. Wildfire intensity, duration, and size has increased.
- **More days of poor air quality from wildfire smoke.** In 2021, people in Deschutes County, Klamath County, and Jackson County experienced 83 days of air quality at or above unhealthy levels for sensitive groups due to wildfire smoke.⁹⁴

⁸⁹ Fleishman, E., editor. 2023. Sixth Oregon Climate Assessment. Oregon Climate Change Research Institute, Oregon State University, Corvallis, Oregon. <https://blogs.oregonstate.edu/occri/oregon-climate-assessments>.

⁹⁰ WASHINGTON Assessment work. TBD.

⁹¹ Bumbaco, K.A., C.L. Raymond, L.W. O'Neill, A. Mehta, D.J. Hoekema. 2023. *2023 Pacific Northwest Water Year Impacts Assessment*. A collaboration between the Office of the Washington State Climatologist, Climate Impacts Group, Oregon State Climatologist, Idaho Department of Water Resources, and NOAA National Integrated Drought Information System. <https://doi.org/10.6069/T5Q5-TT59>

⁹² Joan A. Casey, Robbie M. Parks, Tim A. Bruckner, Alison Gemmill, and Ralph Catalano, 2023: *Excess Injury Mortality in Washington State During the 2021 Heat Wave*. American Journal of Public Health 113, 657_660, <https://doi.org/10.2105/AJPH.2023.307269>

⁹³ Vital Statistics Report. Oregon: Oregon Health Authority, Public Health Division, Center for Health Statistics. Prepared September 2021; data are preliminary and subject to change.

⁹⁴ Barnack, A. Wildfire Smoke Trends and the Air Quality Index. Oregon: Department of Environmental Quality, Laboratory and Environmental Assessment Division [cited 2023 May 5]. 24 p. Available from: <https://www.oregon.gov/deq/wildfires/Documents/WildfireSmokeTrendsReport.pdf>.



- **More floods and atmospheric rivers.** The University of Washington's Climate Impact Group forecasts that the Pacific Northwest will experience slightly more precipitation in the fall, winter, and spring and less in the summer.⁹⁵ Extreme precipitation events are more likely to produce flooding, erosion, and landslides. These changes can threaten salmon and other species. Adaptation to extreme events could require expensive upgrades to stormwater systems.

Climate change will have a wide range of impacts on industries and communities throughout the Pacific Northwest. While some industries are more resilient to climate change, others that require predictable delivery of water, such as agriculture and hydropower, are more vulnerable to climate change. Climate change and extreme weather events also impact human health and disrupt travel. Land use decisions, in part, determine the risk that homes, businesses, schools, hospitals, and other buildings face from climate change. Development patterns in at-risk areas like tsunami zones, floodplains, wetlands, wildland-urban interfaces, and other hazardous locations will impact the economic vitality and resilience of communities as climate change accelerates.

- **Agriculture.** Climate change impacts the quality and quantity of agricultural products. For example, exposure to cold weather during dormancy is important for fruit set and quality in many perennial crops. Exposure to cold weather may increase in northern areas of the Pacific Northwest and decrease in southern areas.⁹⁶ A study by the Washington State Department of Agriculture found that a drought in 2015 caused \$633 to \$773 million in agricultural losses.⁹⁷ Drought and shifting precipitation patterns represent major threats, as drought reduces feed on rangelands for livestock and decreases water available for irrigation.
- **Aquatic/Fishing.** Marine heat waves impact fresh and saltwater habitats and species. In 2021, algal blooms exacerbated by increased temperatures resulted in a \$641.1 million (in 2023 dollars) loss of commercial fishing revenue.⁹⁸ Tribes are often disproportionately

⁹⁵ <https://express.adobe.com/page/C5CQaxjHUmGQ7/>

⁹⁶ Noorazar, H., L. Kalcsits, V.P. Jones, M.S. Jones, and K. Rajagopalan, 2023: Climate change and chill accumulation: Implications for tree fruit production in cold-winter regions. *Climatic Change*, **171** (3), 34. <https://doi.org/10.1007/s10584-022-03339-6>

⁹⁷ Raymond, C.L, T.P. Nadreau, M. Rogers, Z. Kearl. 2023. Biophysical Climate Risks and Economic Impacts for Washington State. Report prepared for the Washington State legislature. Climate Impacts Group, University of Washington, Seattle.

⁹⁸ Bellquist, L., V. Saccomanno, B.X. Semmens, M. Gleason, and J. Wilson, 2021: *The rise in climate change-induced federal fishery disasters in the United States*. PeerJ, 9, e11186. <https://doi.org/10.7717/peerj.11186>



impacted, accounting for half of fishery loss requests and experiencing losses from Dungeness crab fisheries.^{99,100}

- **Forestry.** Forest plants and animals vulnerable to temperature and drought stresses are undergoing climate-induced die-offs. Five fir species in Oregon, Washington, and Northern California are experiencing severe mortality dubbed "Firmageddon."¹⁰¹ Species at the edges of their ranges are expected to succumb first and may shift to higher elevations or northward. Die-offs include Douglas fir, a primary commercial timber species. Die-offs and stressed trees face higher risks of pest infestations and increase the risk of wildfires.
- **Human health.** With many Pacific Northwest households lacking air conditioning, higher summer temperatures and extreme heat events endanger vulnerable groups like older adults, low-income residents, those with disabilities, and individuals living alone who face heightened risks of heat stroke and death.
- **Tourism, Recreation, and Service Industries.** The Northwest tourism and recreation industry employs about 588,000 people and supports almost \$60 billion (in 2023 dollars) in annual expenditures.¹⁰² Climate impacts will vary as decreased snowpack will make trails and camping accessible later in the fall and earlier in the spring, but increased extreme events from atmospheric rivers may increase maintenance costs due to flooding and erosion. Higher temperatures will increase demand for water-based recreation; however, droughts may decrease lake, reservoir, and river levels during peak recreation season.
- **Infrastructure.** Water, sewer, roads, utilities, and other infrastructure face risks if not designed to withstand climate change and extreme events. During the June 2021 heat dome, roads buckled near Everett,

⁹⁹ Bellquist, L., V. Saccomanno, B.X. Semmens, M. Gleason, and J. Wilson, 2021: *The rise in climate change-induced federal fishery disasters in the United States*. PeerJ, 9, e11186. <https://doi.org/10.7717/peerj.11186>

¹⁰⁰ Schlinger, C., O. Conroy-Ben, C. Cooley, N. Cooley, M. Cruz, D. Dotson, J. Doyle, M.J. Eggers, P. Hardison, M. Hatch, C. Hogue, K. Jacobson Hedin, C. Jones, K. Lanphier, D. Marks-Marino, D. Mosley, F. Olsen Jr., and M. Peacock, 2021: Ch. 4.2. Water. In: *Status of Tribes and Climate Change Report*. Marks-Marino, D., Ed. Institute for Tribal Environmental Professionals, Flagstaff, AZ, 98–141. <http://nau.edu/stacc2021>

¹⁰¹ <https://www.seattletimes.com/seattle-news/climate-change-is-hastening-the-demise-of-pacific-northwest-forests/>

¹⁰² Mojica, J., K. Cousins, and T. Madsen, 2021: *Economic Analysis of Outdoor Recreation in Oregon*. Earth Economics, Tacoma, WA. https://static1.squarespace.com/static/561dcdc6e4b039470e9afc00/t/5ffe3084ce56a6552b7a3c71/1610494115376/EconomicAnalysisofOutdoorRecreationinOregon_OTC-EarthEconomics_SmallRes.pdf



Washington, and a Portland streetcar cable melted.¹⁰³ Damaged power lines can lead to wildfires (a problem utility companies have started to mitigate by preemptively shutting down power when windy and dry conditions occur).¹⁰⁴ Rural communities relying on single water sources may be in jeopardy as droughts reduce groundwater aquifers or surface water availability. Sea level rise and flooding also threaten septic wastewater treatment systems. Atmospheric rivers and flooding can damage highways and streets through inundation and landslides, temporarily halting travel access to jobs, schools, healthcare, grocery stores, etc., necessitating expensive repairs and long detours. Additionally, the Pacific Northwest's hydropower dependency means the region may see fluctuations in electricity availability and costs as altered snowpack and precipitation patterns make the water supply less predictable.

¹⁰³ <https://www.npr.org/2021/06/29/1011269025/photos-the-pacific-northwest-heatwave-is-melting-power-cables-and-buckling-roads>

¹⁰⁴ EPI, 2023: Wildfire-Grid Risk, Power Talk. Boise State University, Energy Policy Institute. <https://www.boisestate.edu/epi/upcomingevents/>



Regional and Local Trends

Throughout this section, Wilsonville is compared to the Portland region and the State of Oregon. These comparisons are meant to provide context for changes in Wilsonville’s socioeconomic characteristics. Additionally, information based on the 2019-2023 ACS is described as 2023 to enhance readability.

Availability of Labor

The availability of trained workers in Wilsonville will impact the development of its economy over the planning period. A skilled and educated populace can attract well-paying businesses and employers and spur the benefits that follow from a growing economy. Key trends that will affect the workforce in Wilsonville over the next 20 years include its growth in its overall population, growth in the senior population, and commuting trends.

POPULATION CHANGE

Population growth in Oregon tends to follow economic cycles. Oregon’s population grew from 3.4 million people in 2000 to 4.3 million people in 2023, an increase of 830,000 people or 0.9% each year. Between 2000 and 2023, Wilsonville’s population increased by 12,457 people at an average annual rate of 2.8% (Exhibit 24), exceeding both the Portland region’s and Oregon’s growth rates during the same time (1.0% and 0.9%, respectively).

Exhibit 24. Population Growth, Wilsonville, Portland Region, and Oregon, 2000–2023

	Population			Change, 2000 - 2023		
	2000	2010	2023	Number	Percent	AAGR*
Wilsonville	14,365	18,095	26,822	12,457	87%	2.8%
Portland Region	1,444,219	1,644,535	1,830,731	386,512	27%	1.0%
Oregon	3,421,399	3,831,074	4,250,027	828,628	24%	0.9%

Source: U.S. Census Bureau, 2000, and 2010. Portland State University Population Estimates, 2023.

AGE DISTRIBUTION

The number of people ages 65 and older in the United States is projected to increase from 58 million in 2023 to 82 million by 2050 (a 47% increase).¹⁰⁵ The economic effects of this demographic change include a slowdown of labor force growth, the need for workers to replace retirees, an aging workforce as seniors continue working

¹⁰⁵ Mather, M. & Scommegna, P. (2024). Fact Sheet: Aging in the United States. <https://www.prb.org/aging-unitedstates-fact-sheet/>



after age 65, an increased demand for healthcare services, and a larger portion of the federal budget dedicated to Social Security and Medicare.¹⁰⁶

Exhibit 25 through Exhibit 28 show the following trends:

- ◆ Wilsonville has a higher proportion of residents aged 20 – 39 compared to the Portland region and the state. While Wilsonville is growing across all age groups 5 years and older, the older age groups are experiencing much faster growth. This growth rate and the 2.5-year increase in median age between 2000 and 2023 suggests that Wilsonville is attracting or retaining older adults.
- ◆ Clackamas County's population is aging, with the population aged 60 and over projected to increase from 27% in 2024 to 30% in 2044. Clackamas County may continue to attract those in their late adult years (i.e., 60 years and older) over the planning period. While the share of retirees in these respective areas may increase over the next 20 years, the share of youth (i.e., under 20 years old) or people in their early adult lives (i.e., 20 to 39 years old) is likely to decrease. While this demographic shift can provide a valuable source of skilled labor and experienced mentorship for younger generations entering the workforce, it also raises concerns about a potential labor shortage as a significant portion of the workforce approaches retirement age.


Wilsonville saw an increase in median age between 2010 and 2023.

Wilsonville’s median age was 38.7 in 2023, 1.4 years younger than the median age in Oregon and 3.4 years younger than the median age in Clackamas County

Exhibit 25. Median Age, Wilsonville, Clackamas County, Washington County and Oregon, 2010 to 2019–2023				
2010	36.2	40.6	38.4	
	Wilsonville	Clackamas County	Oregon	
2023	38.7	42.1	40.1	
	Wilsonville	Clackamas County	Oregon	

Source: U.S. Census Bureau, 2010 Decennial Census, Table P12; American Community Survey 2019–2023 5-Year Estimates, Table B01002.

¹⁰⁶ The Board of Trustees, Federal Old-Age and Survivors Insurance and Federal Disability Insurance Trust Funds, 2023. The Budget and Economic Outlook: Fiscal Years 2024 to 2034, February 2024.

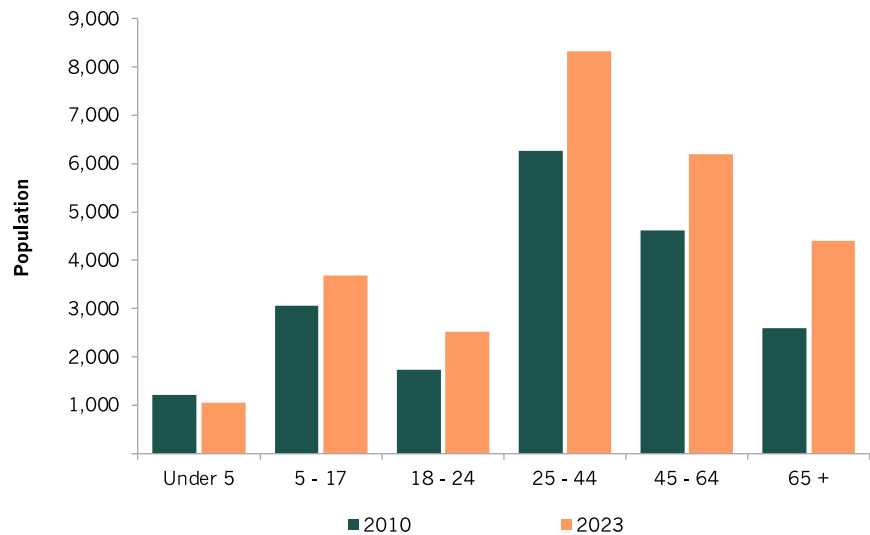
 Wilsonville EOA: Economic Inventory and Potential Growth Forecasts DRAFT

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Wilsonville saw substantial growth across all age groups between 2010 and 2023 except for children under 5.

The age group between 25 and 44 remains the largest age group overall.

Exhibit 26. Wilsonville Population Change by Age Group, 2010 to 2019–2023



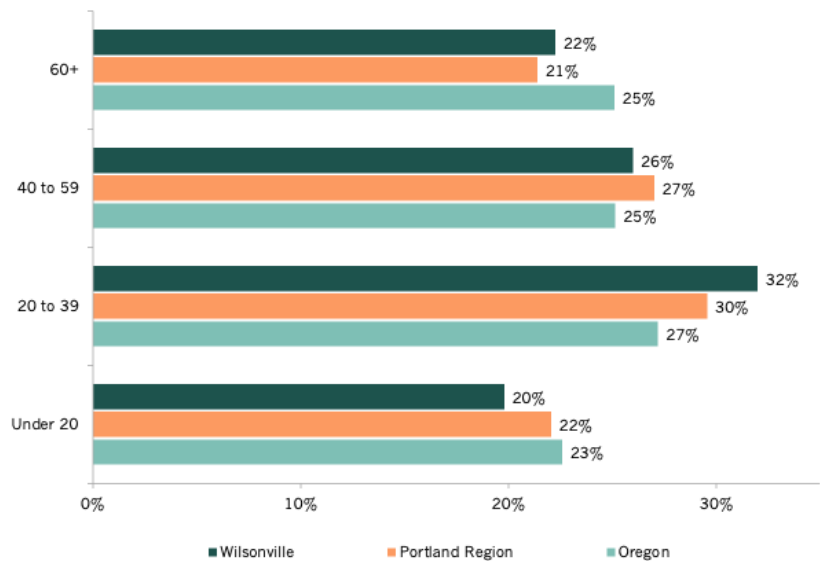
Source: U.S. Census Bureau, 2010 Summary File P12; American Community Survey 2019-2023 5-Year Estimates, Table B01001.

Nearly one-third of Wilsonville residents were between 20 and 39 years of age.

The proportion of Wilsonville’s younger adults was higher than that of both the state and the Portland region.

Conversely, the proportion of Wilsonville residents under 20 years of age was lower relative to the Portland region and Oregon.

Exhibit 27. Population Distribution by Age, Wilsonville, Portland Region, and Oregon, 2019–2023

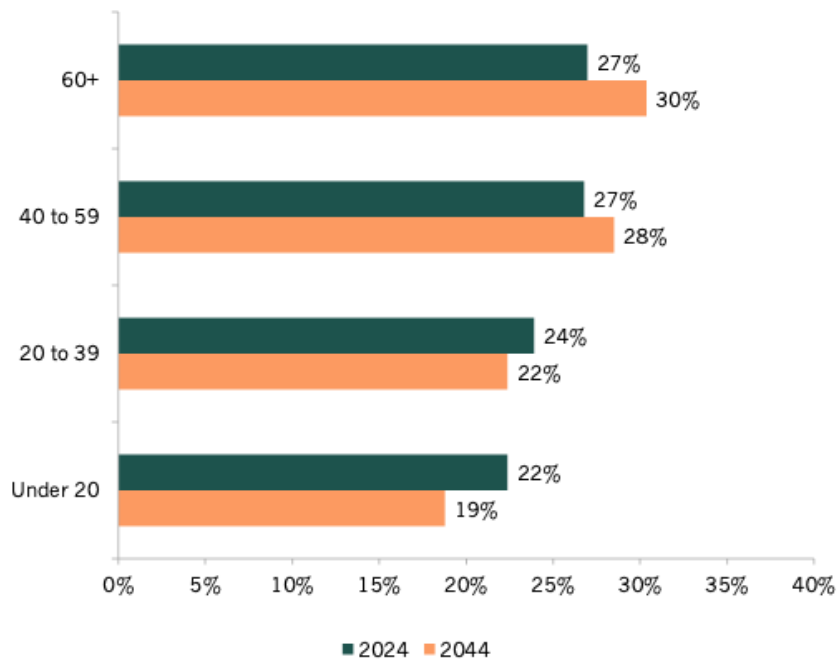


Source: U.S. Census Bureau, American Community Survey, 2019–2023 5-Year Estimates, Table B01001.



By 2044, Clackamas County residents age 40 and older will make up 58% of the county's total population, a 4% increase in share from 2024.

Exhibit 28. Population Share by Age Group, Clackamas County, 2024–2044



Source: Portland State University, College of Urban & Public Affairs: Population Research Center, Population Forecast, 2024.



RACE AND ETHNICITY

Wilsonville is becoming more racially and ethnically diverse. From 2000 to 2023, the share of the Hispanic/Latino population in Wilsonville grew from 12% to 16% of the total population, and the share of people of color increased from 15% to 25%. In the Portland region, the share of the Hispanic/Latino population rose from 12% to 14% of the total population, while the share of people of color grew from 21% to 29%.

Statewide, Hispanic and Latino Oregonians have employment rates that are average or slightly above average compared to the overall population in recent decades. However, their higher employment rates are primarily concentrated in low- and middle-wage occupations such as agriculture, building maintenance, production, construction, food preparation, and transportation and material moving.¹⁰⁷ Providing culturally specific services, particularly for Spanish speakers, can help improve workforce participation and economic contribution from these growing demographic groups. Such services may also facilitate the entry of Hispanic and Latino workers into higher-wage industries, enabling greater economic opportunities for these communities (if they wish to pursue them).

The population of people of color is defined as the share of the population that identifies as another race other than “white alone” according to Census definitions. The small population in Wilsonville results in small sample sizes, and thus people of color are combined into one category rather than showing individual races. The margin of error is considerable for the estimate of these populations.

Exhibit 29 and Exhibit 30 show the change in the share of Hispanic and Latino and people of color in Wilsonville compared to the Portland region and Oregon between 2010 and 2023. The group with the largest share of people of color in 2023 is two or more races, representing 15% and 11% of Wilsonville’s and the Portland region’s total populations, respectively.

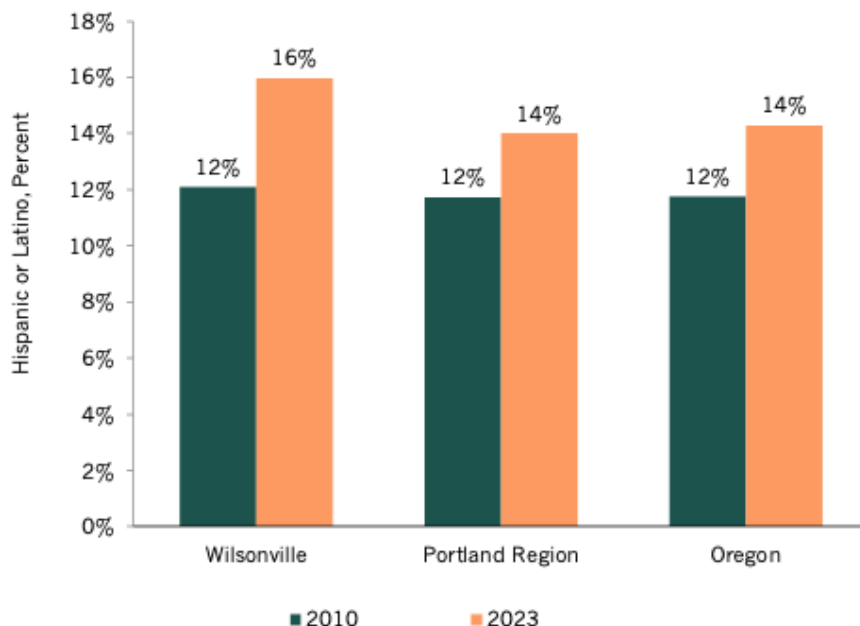
¹⁰⁷ Lehner, Josh. “Oregon’s Growing Hispanic and Latino Population.” Oregon Office of Economic Analysis, 21 June 2023. <https://oregoneconomicanalysis.com/2023/06/21/oregons-growing-hispanic-and-latino-population/>



The share of Wilsonville residents that identified as Hispanic/Latino increased between 2010 and 2023 from 12% to 16%.

Wilsonville's growth in residents with Hispanic or Latino ethnicity outpaced the Portland region and Oregon.

Exhibit 29. Hispanic or Latino Population as a Percentage of the Total Population, Wilsonville, Portland Region, and Oregon, 2010, 2019–2023

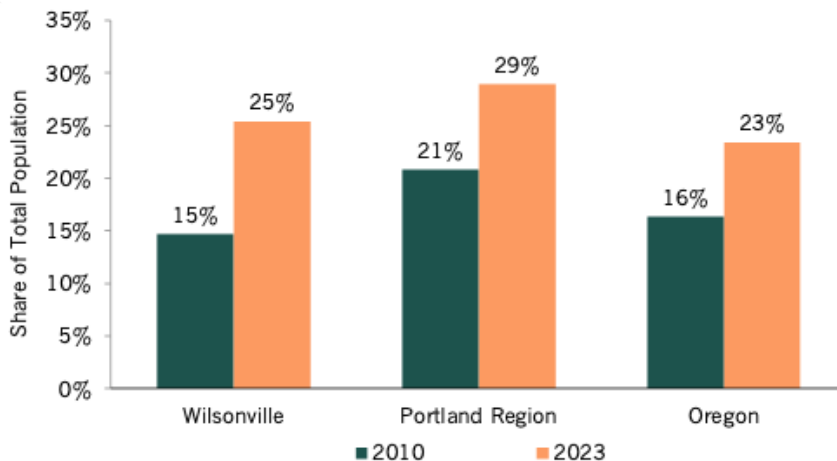


Source: U.S. Census Bureau, 2010 Decennial Census, Table P0008; 2019–2023 American Community Survey, 5-Year Estimates, Table B03002.

The share of people of color in Wilsonville increased between 2010 and 2023 from 15% to 25%.

Although Wilsonville's racial diversity increased at the fastest rate, it remains slightly less racially diverse than the Portland region.

Exhibit 30. Population of People of Color as a Percentage of the Total Population, Wilsonville, Portland Region, and Oregon, 2010, 2019–2023



Source: U.S. Census Bureau, 2010 Decennial Census Table P8; 2019–2023 American Community Survey, 5-Year Estimates, Table B02001.



INCOME AND WAGES

Income and wage levels can influence where businesses choose to locate. Industries that depend on lower-wage labor may be less likely to locate in areas with higher wages. In 2023, Wilsonville's median household income was \$87,371—lower than Clackamas County's median but higher than the state median.

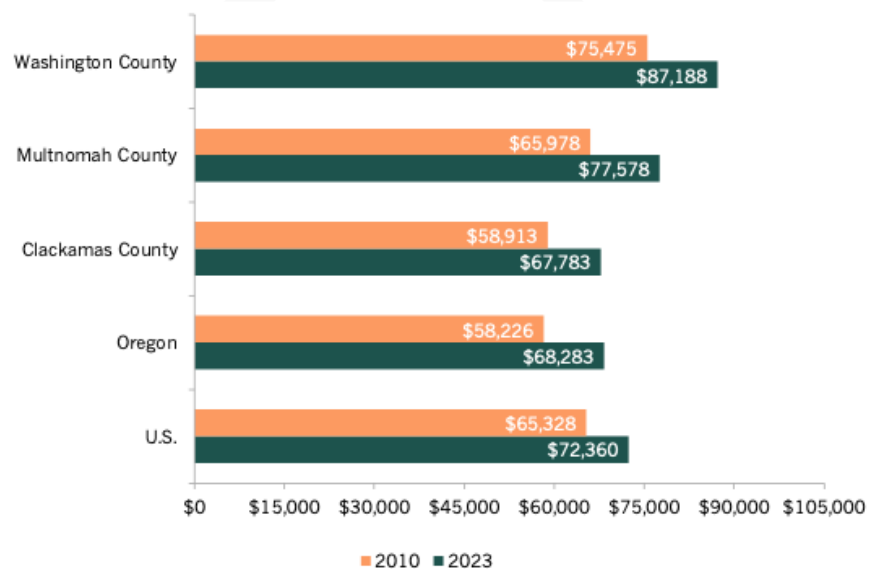
Average wages at businesses in Washington and Multnomah counties exceeded the Oregon average of \$68,283, while Clackamas County's average wage was roughly in line with the state average.

From 2010 to 2023, average annual wages in Oregon and the Portland region grew faster than the national rate.

Oregon's wages rose by 17%, outpacing the 11% growth nationally. Still, Oregon's average wage in 2023 was \$68,283, which remained below the U.S. average of \$72,360.

Within the Portland region, average wages ranged from \$67,783 in Clackamas County to \$87,188 in Washington County.

Exhibit 31. Average Annual Wage, Covered Employment, Portland Region, Oregon, and U.S., 2010 to 2023, Inflation-Adjusted 2023 Dollars



Source: Bureau of Labor Statistics, Quarterly Census of Employment and Wages; State of Oregon Employment Department, Employment and Wages by Industry (QCEW).

The median household income in Wilsonville was lower than Clackamas County but higher than the state.

Exhibit 32. Median Household Income (MHI),¹⁰⁸ 2019–2023

\$87,371	\$100,360	\$80,426
Wilsonville	Clackamas County	Oregon

Source: U.S. Census Bureau, American Community Survey 2019–2023 5-Year Estimates, Table B19013.

¹⁰⁸ The Census calculated household income based on the income of all individuals 15 years old and over in the household, whether they were related or not.



Wilsonville's median family income was similar to Clackamas County and higher than the state overall.

Exhibit 33. Median Family Income,¹⁰⁹ 2019–2023

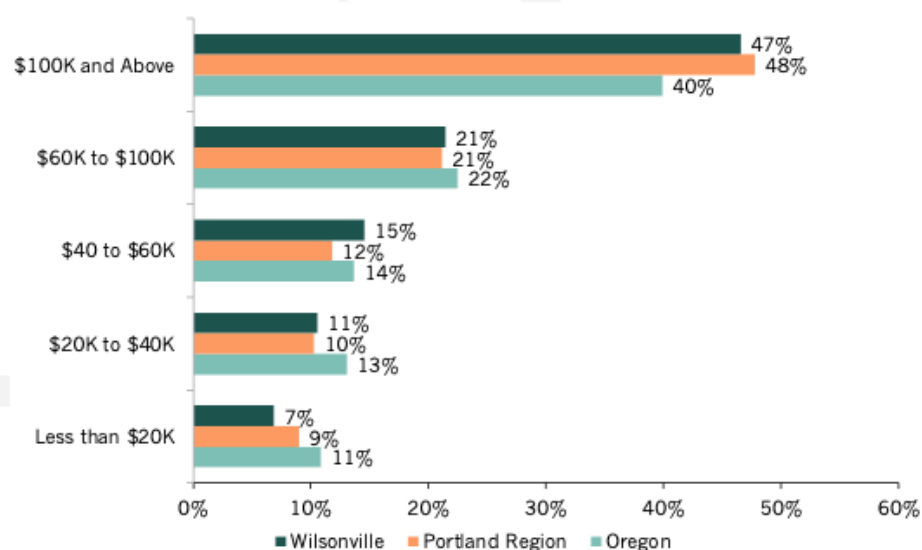
\$115,941	\$119,052	\$98,832
Wilsonville	Clackamas County	Oregon

Source: U.S. Census Bureau, American Community Survey 2019–2023 5-Year Estimates, Table B19113.

Nearly half of Wilsonville households earned more than \$100,000 annually, consistent with Portland region trends.

About 18% of Wilsonville households earned less than \$40,000 annually.

Exhibit 34. Household Income by Income Group, Wilsonville, Portland Region, and Oregon, 2019–2023, Inflation-Adjusted 2023 Dollars



Source: U.S. Census Bureau, American Community Survey 2019–2023 5-Year Estimates, Table B19001.

¹⁰⁹ The Census calculated family income based on the income of the head of household, as identified in the response to the Census forms, and income of all individuals 15 years old and over in the household who were related to the head of household by birth, marriage, or adoption.



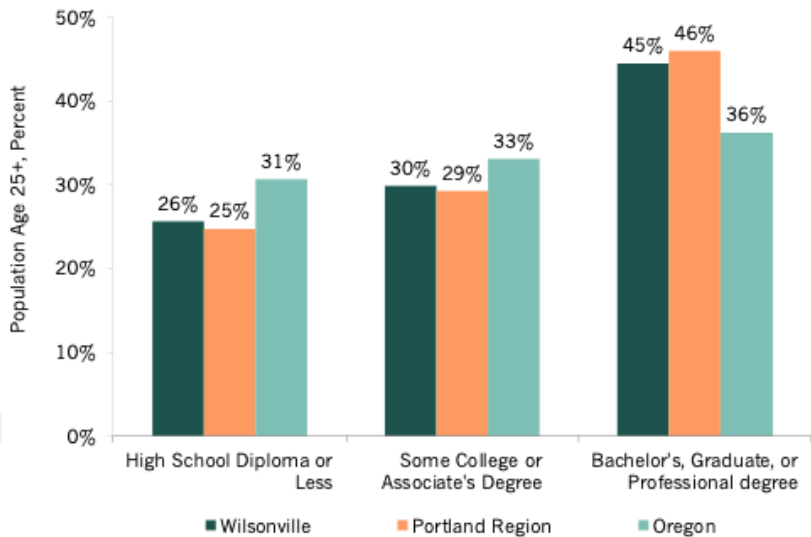
EDUCATIONAL ATTAINMENT

The educational level of a community's workforce is a crucial factor that influences the quality of labor available. Many businesses require access to employees with relevant education and training to meet their staffing needs. A community with a highly educated population is better positioned to attract and retain companies seeking skilled workers.

Wilsonville's educational attainment is higher than the state average and consistent with Portland region trends.

About 45% of Wilsonville residents hold a bachelor's, graduate, or professional degree, compared to 36% of Oregon residents statewide.

Exhibit 35. Educational Attainment for the Population 25 Years and Over, Wilsonville, Portland Region, and Oregon, 2019–2023



Source: U.S. Census Bureau, American Community Survey 2019–2023 5-Year Estimates, Table B15003.

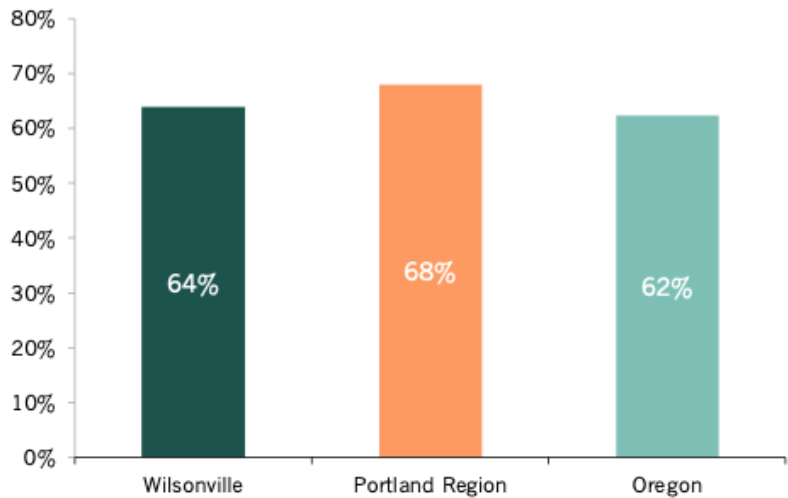


LABOR FORCE PARTICIPATION AND UNEMPLOYMENT

Labor force participation is a key factor in assessing workforce availability. The labor force includes adults aged 16 and older who are either employed or actively seeking work. It does not include children, retirees, students, or others not currently looking for work. According to the 2019–2023 American Community Survey, the labor force included 1,505,127 people in the Portland region and 21,997 people in Wilsonville.

Wilsonville has a slightly lower labor force participation rate (64%) relative to the Portland region (68%).

Exhibit 36. Labor Force Participation Rate, Wilsonville, Portland Region, and Oregon, 2019–2023

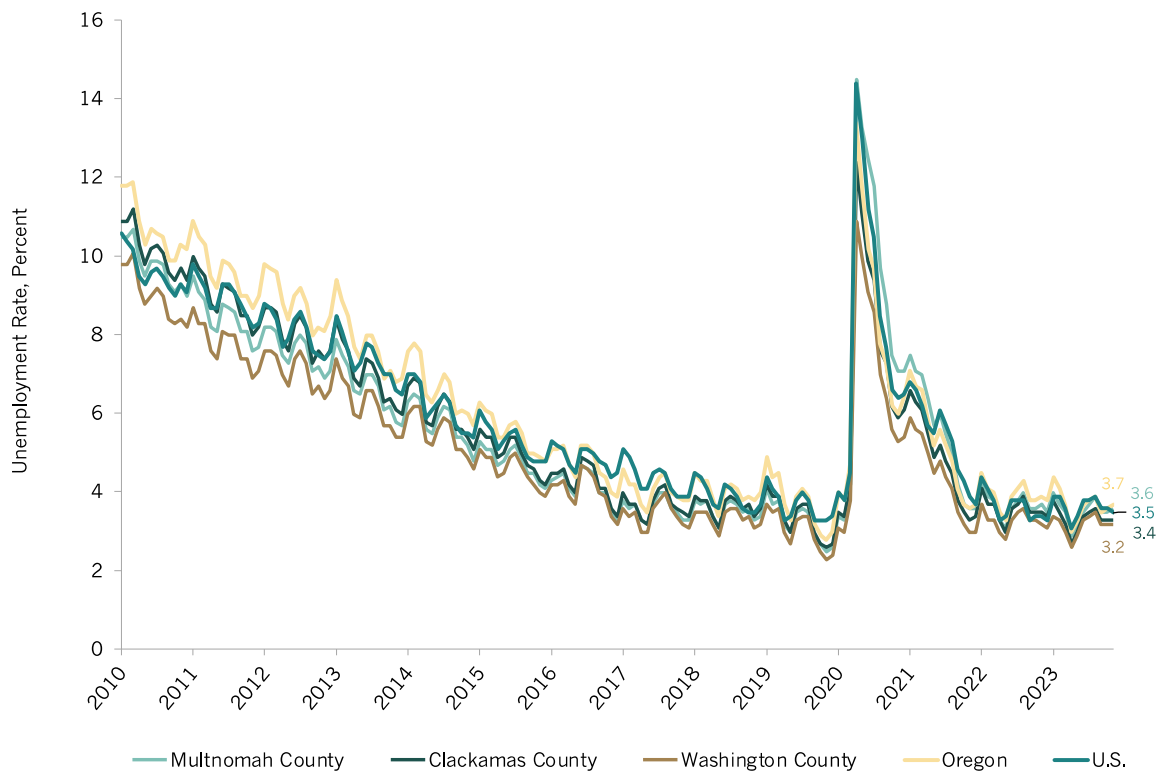


Source: U.S. Census Bureau, American Community Survey 2019–2023 5-Year Estimates, Table B23001.



In 2023, unemployment rates in the Portland region were similar to state and national averages, in Exhibit 37. Rates ranged from 3.2% in Washington County to 3.6% in Multnomah County, compared to 3.7% for Oregon and 3.6% nationally.

Exhibit 37. Unemployment Rate, Multnomah County, Washington County, Clackamas County, Oregon, and the U.S., 2000–2023



Source: Bureau of Labor Statistics, Local Area Unemployment Statistics, and Labor Force Statistics. Not seasonally adjusted.



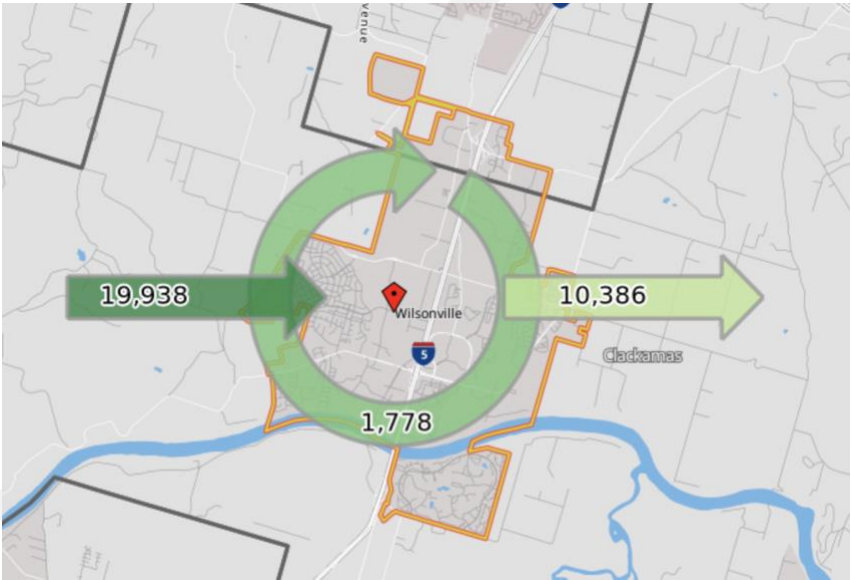
COMMUTING PATTERNS

Employers in Wilsonville benefit significantly from access to a labor pool that extends beyond city limits into neighboring areas of the Portland region, as well as Marion County. This access to a broader workforce through commuting allows businesses in Wilsonville to find suitable candidates for available positions, even if the local population alone may not provide enough qualified workers.

Wilsonville is part of an interconnected regional economy.

Nearly 20,000 people commuted into Wilsonville for work while just over 10,000 commuted out of Wilsonville for work. About 1,800 people both lived and worked in Wilsonville.

Exhibit 38. Commuting Flows, Wilsonville, 2022



Source: U.S. Census Bureau, Census On the Map.

Eight percent of all people who were employed at businesses in Wilsonville also lived in Wilsonville.

Ten percent of workers commute into Wilsonville from Portland and 5% commute from Salem.

Exhibit 39. Top Places Where Wilsonville Workers Lived, 2022



Source: U.S. Census Bureau, Census On the Map.



About 15% of residents who lived in Wilsonville also worked in Wilsonville.

Twenty-two percent of Wilsonville residents commuted

Exhibit 40. Top Places Where Wilsonville Residents Were Employed, 2022

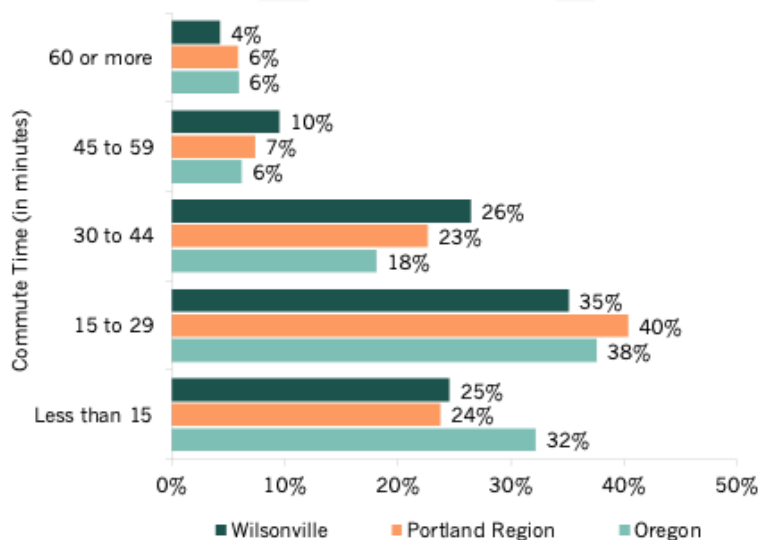


Source: U.S. Census Bureau, Census On the Map.

About 60% of Wilsonville residents had a commute time of less than 30 minutes.

About 26% of Wilsonville residents commute 30 to 44 minutes to work, with 14% commuting longer than 45 minutes. This distribution is similar to the broader Portland region.

Exhibit 41. Commute Time by Place of Residence, Wilsonville, Portland Region, and Oregon, 2019–2023



Source: U.S. Census Bureau, American Community Survey 2019–2023 5-Year Estimates, Table B08303.



Tourism in Clackamas County and the Portland Region

Tourism plays a crucial role in local economies by supporting businesses, creating jobs, and generating tax revenue. Dean Runyan Associates, a travel industry research firm, provides tourism data through Travel Oregon's TravelStats dashboard.¹¹⁰ According to the dashboard, the Clackamas County welcomed about 3.5 million overnight visitors in 2023, representing 28% of overnight travel to the Portland region. Visitors to Clackamas County contributed over \$551 million in direct travel spending in 2023, with the largest expenditures in food services, retail, and accommodations.

Direct travel spending in the Portland Region increased 21% from 2014 to 2023.

Clackamas County's tourism spending increased by 8% over the same period.

Exhibit 42. Direct Travel Spending (\$ millions), 2014 and 2023 (not inflation adjusted)

2014	\$4,417.9	\$551.6
	Portland Region	Clackamas County
2023	\$5,365.9	\$597.6
	Portland Region	Clackamas County

Source: Dean Runyan Associates, Oregon Travel Impacts, 2014-2023.

In 2023, the category that saw the highest level of visitor spending in Clackamas County was food services, which includes restaurants, cafés, and other establishments that provide prepared meals and beverages.

Exhibit 43. Largest Visitor Spending Categories (\$ millions), Clackamas County, 2023

\$174.6	\$99.6	\$92.5
Food Services	Retail Sales	Accommodations

Source: Dean Runyan Associates, Oregon Travel Impacts, 2023

¹¹⁰ Travel Oregon. "Oregon Travel Impacts dashboard" Dean Runyan Associates. Retrieved March 27, 2024, from <https://www.travelstats.com/impacts/oregon>



The industry with the most employment generated by travel spending in the Clackamas County in 2023 was accommodations and food services.

Exhibit 44. Largest Industry Employment Generated by Travel Spending, Clackamas County, 2023

5,500 jobs	1,300 jobs	543 jobs
Accommodations & Food Services	Arts, Entertainment & Recreation	Retail

Source: Dean Runyan Associates, Oregon Travel Impacts. 2023

DRAFT



PLACEHOLDER

SPECIAL LEGISLATIVE UPDATE

*Staff Report will be loaded as soon as
available.*

**Boards/Commissions
Appointment List for
August 4, 2025, Council Meeting**

Arts, Culture, and Heritage Commission – Appointment

Appointment of Creed Harmon to the Arts, Culture, and Heritage Commission for a term beginning 8/4/2025 to 6/30/2027.

Motion: I move to ratify the appointment of Creed Harmon to the Arts, Culture, and Heritage Commission for a term beginning 8/4/2025 to 6/30/2027.

Diversity, Equity and Inclusion Committee – Appointment

Appointment of Jason Smith to the Diversity, Equity and Inclusion Committee for a term beginning 8/4/2025 to 12/31/2026.

Motion: I move to ratify the appointment of Jason Smith to the Diversity, Equity and Inclusion Committee for a term beginning 8/4/2025 to 12/31/2026.

Kitakata Sister City Advisory Board – Appointment

Appointment of Devan Olmstead to the Kitakata Sister City Advisory Board for a term beginning 8/4/2025 to 12/31/2025.

Motion: I move to ratify the appointment of Devan Olmstead to the Kitakata Sister City Advisory Board for a term beginning 8/4/2025 to 12/31/2025.



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: August 4, 2025		Subject: Resolution No. 3208 Authorizing the City Manager to Execute a Professional Services Agreement with Water Systems Consultants, Inc. to Provide Engineering Consulting Services for the Water Distribution System Master Plan Project (CIP No. 1154)	
		Staff Member: Mike Nacrelli, PE, Senior Civil Engineer Department: Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input checked="" 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 checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: N/A	
Staff Recommendation: Staff recommends Council adopt the Consent Agenda.			
Recommended Language for Motion: I move to adopt the Consent Agenda.			
Project / Issue Relates To:			
<input type="checkbox"/> Council Goals/Priorities:	<input checked="" type="checkbox"/> Adopted Master Plan(s): 2012 Water System Master Plan	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

A City of Wilsonville Resolution approving a Professional Services Agreement (PSA) for engineering consulting services with Water Systems Consultants, Inc. (WSC) in the amount of \$498,837 for the Water Distribution System Master Plan Project (CIP) No. 1154.

EXECUTIVE SUMMARY:

The City of Wilsonville owns and operates a water distribution system, which is made up of public infrastructure (i.e. pipes, pump stations, reservoirs, meters, fire hydrants) that distribute potable drinking water from the Willamette River Water Treatment Plant to Wilsonville residents, businesses, and fire protection systems. The City last completed a Water Distribution System Master Plan in 2012. Since then, the City has grown with the addition of the Frog Pond neighborhood and Basalt Creek industrial area, water usage patterns have changed, regulatory requirements have been modified, and the City's existing water system continues to age.

After 13 years, the City is due for an updated 20-year assessment of the current and future needs to operate the distribution system, replace outdated and worn-out infrastructure, expand and extend water distribution facilities to serve anticipated growth, and comply with new and changing regulatory requirements.

Staff issued a Request for Proposals (RFP) in October 2024 for professional engineering services for the Project. Four proposals were received by the December 10, 2024, due date. Staff evaluated the submitted proposals and determined that WSC was qualified to perform engineering consulting services for the Project in February 2025.

EXPECTED RESULTS:

The Project will provide a 20-year capital improvement project and priority program, system management and maintenance programmatic recommendations and costs, summary fact sheets and maps, operation and maintenance plans, funding needs/strategies, and plan for compliance with applicable local, state, and federal laws. It will also include a seismic resilience evaluation of critical water distribution infrastructure and an analysis of emergency backup water supply alternatives.

TIMELINE:

The project is scheduled to be completed by December 31, 2027.

CURRENT YEAR BUDGET IMPACTS:

The adopted budget for Fiscal Year (FY) 2025-2026 includes \$244,250 in Water Operating funds and System Development Charges (SDCs) for CIP #1154. An additional \$400,000 from CIP #1154 in the amended FY 2025 budget remains unspent and will be rolled over in the FY 2026 budget as part of an upcoming supplemental budget adjustment. The contract amount with WSC is \$498,837, within the total budgeted amount. This project is included in the City's five-year capital improvement plan and will carry into the next fiscal year.

COMMUNITY INVOLVEMENT PROCESS:

The consultant team will prepare a public engagement plan for outreach to interested members of the community and businesses potentially affected by the updated plan. The Public Engagement Plan will incorporate the City's existing public engagement tools, including *Let's Talk Wilsonville!* and the Boones Ferry Messenger. Individual stakeholder meetings (up to

10) and an open house will be held to present project information and solicit feedback from the public related to the project scope and activities.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

The project will benefit the community by providing an updated 20-year capital improvement plan for the water distribution system to serve a growing population, replace and rehabilitate aging infrastructure, and meet updated and anticipated environmental regulations, as well as making recommendations to improve seismic resilience and emergency backup water supply.

ALTERNATIVES:

Alternatives to proceeding with the proposed contract include modifying the scope of work and renegotiating the fee accordingly or rejecting the contract and canceling the project altogether. Reducing the scope of work would delay the Project and provide less reliable information to the City in planning and preparing for continued growth, improving seismic resilience, and responding to changing regulatory requirements. Canceling the Project would leave the City with no new information to adapt to changes in development patterns or regulatory requirements that have occurred since the previous Master Plan was completed in 2012.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Resolution No. 3208
 - A. Water Distribution System Master Plan Professional Services Agreement

RESOLUTION NO. 3208**A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH WATER SYSTEMS CONSULTANTS, INC. TO PROVIDE ENGINEERING CONSULTING SERVICES FOR THE WATER DISTRIBUTION SYSTEM MASTER PLAN PROJECT (CAPITAL IMPROVEMENT PROJECT #1154).**

WHEREAS, the City has planned and budgeted for engineering consulting services for Capital Improvement Project #1154, known as the Water Distribution System Master Plan project (the Project); and

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

WHEREAS, Water Systems Consultants, Inc. submitted a proposal on December 10, 2024 and was subsequently evaluated and determined to be the most qualified consultant to perform the work; and

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

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

- Section 1. The procurement process for the Project duly followed Oregon Public Contracting Rules, and Water Systems Consultants, Inc. has provided a responsive and responsible proposal for engineering consulting services.
- Section 2. The City Council, acting as the Local Contract Review Board, authorizes the City Manager to enter into and execute, on behalf of the City of Wilsonville, a Professional Services Agreement with Water Systems Consultants, Inc. for a not-to-exceed amount of \$498,837 which is substantially similar to **Exhibit A** attached hereto.
- Section 3. Effective Date. This Resolution is effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 4th day of August, 2025 and filed with the Wilsonville City Recorder this date.

SHAWN O'NEIL, MAYOR

ATTEST:

Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor O'Neil

Council President Berry

Councilor Dunwell

Councilor Cunningham

Councilor Shevlin

EXHIBIT:

A. Water Distribution System Master Plan Professional Services Agreement

CITY OF WILSONVILLE PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“Agreement”) for the Water Distribution System Master Plan Project (“Project”) is made and entered into on _____ (“Effective Date”) by and between the **City of Wilsonville**, a municipal corporation of the State of Oregon (hereinafter referred to as the “City”), and **Water Systems Consulting, Inc.**, a California corporation (hereinafter referred to as “Consultant”).

RECITALS

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

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

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

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

AGREEMENT

Section 1. Scope of Work

Consultant shall diligently provide a comprehensive master plan of the City’s water distribution system and storage facilities according to the requirements and deliverable dates identified in the Scope of Work for the Project, attached hereto as **Exhibit A** and incorporated by reference herein (the “Services”).

Section 2. Term

The term of this Agreement shall be from the Effective Date until all Services required to be performed hereunder are completed and accepted, or no later than June 30, 2027, whichever occurs first, unless earlier terminated in accordance herewith or an extension of time is agreed to, in writing, by the City.

Section 3. Consultant’s Services

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

Manager may be verbal or in writing, and may be relied upon by the City, whether given verbally or in writing. If requested by the City to be in writing, Consultant's Project Manager will provide such written documentation.

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

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

3.4. Consultant shall maintain the confidentiality of any confidential information that is exempt from disclosure under state or federal law to which Consultant may have access by reason of this Agreement, except when required by law, arbitrator's order, or court order, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or to the extent such information is reasonably necessary for the receiving party to defend itself in any dispute, upon fourteen (14) days' prior written notice to the City. Consultant warrants that Consultant's employees assigned to the Services provided in this Agreement shall be clearly instructed to maintain this confidentiality. All agreements with respect to confidentiality shall survive the termination or expiration of this Agreement.

Section 4. Compensation

4.1. Except as otherwise set forth in this **Section 4**, the City agrees to pay Consultant on a time and materials basis, guaranteed not to exceed FOUR HUNDRED NINETY-EIGHT THOUSAND EIGHT HUNDRED THIRTY-SEVEN DOLLARS (\$498,837), for performance of the Services ("Compensation Amount"). Any compensation in excess of the Compensation Amount will require an express written Addendum to be executed between the City and Consultant. Consultant's Rate Schedule is set forth in **Exhibit B**, attached hereto and incorporated by reference herein.

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

4.3. Except for amounts withheld by the City pursuant to this Agreement, Consultant will be paid for Services for which an itemized invoice is received by the City within thirty (30) days of receipt, unless the City disputes such invoice. In that instance, the undisputed portion of the invoice

will be paid by the City within the above timeframe. The City will set forth its reasons for the disputed claim amount and make good faith efforts to resolve the invoice dispute with Consultant as promptly as is reasonably possible.

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

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

Section 5. City's Rights and Responsibilities

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

5.2. Award of this contract is subject to budget appropriation. Funds are approved for Fiscal Year 2024-25. If not completed within this fiscal year, funds may not be appropriated for the next fiscal year. The City also reserves the right to terminate this contract early, as described in **Section 15**.

Section 6. City's Project Manager

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

Section 7. Consultant's Project Manager

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

Section 8. Project Information

Except for confidential information designated by the City as information not to be shared, Consultant agrees to share Project information with, and to fully cooperate with, those corporations, firms,

contractors, public utilities, governmental entities, and persons involved in or associated with the Project. No information, news, or press releases related to the Project, whether made to representatives of newspapers, magazines, or television and radio stations, shall be made without the written authorization of the City's Project Manager.

Section 9. Duty to Inform

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

Section 10. Subcontractors and Assignments

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

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

in writing, by the City pursuant to a modification to Consultant's Rate Schedule, per **Section 17** of this Agreement. In all cases, processing and payment of billings from subcontractors is solely the responsibility of Consultant.

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

10.4. The City shall have the right to enter into other agreements for the Project, to be coordinated with this Agreement. Consultant shall cooperate with the City and other firms, engineers, or subcontractors, on the Project so that all portions of the Project may be completed in the least possible time and within normal working hours. Consultant shall furnish other engineers, subcontractors and affected public utilities, whose designs are fitted into Consultant's design, detail drawings giving full information, subject to the exercise of the Standard of Care, so that conflicts can be avoided. Notwithstanding any clause in this Agreement to the contrary, Consultant expressly disclaims all express or implied warranties and guarantees with respect to the quality of performance of professional services.

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

Section 11. Consultant Is Independent Contractor

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

Section 12. Consultant Responsibilities

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

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

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

Section 13. Indemnity

13.1. Indemnification. Consultant acknowledges responsibility for liability caused, directly or indirectly, by its performance of this Agreement, and shall defend (to the extent covered by General Liability insurance), indemnify, and hold the City harmless from any and all liability, settlements, loss, costs, and expenses in connection with any third party action, suit, or claim, to the extent caused, directly or indirectly, by Consultant's negligent acts, omissions, or errors, or its willful or reckless misconduct pursuant to this Agreement, or from Consultant's failure to perform its responsibilities as set forth in this Agreement. The review, approval, or acceptance by the City, its Project Manager, or any City employee of documents or other work performed, prepared, or submitted by Consultant shall not be considered a negligent act, error, omission, or willful misconduct on the part of the City, and none of the foregoing shall relieve Consultant of its responsibility to perform in full conformity with the City's requirements, as set forth in this Agreement, and to indemnify the City as provided above and to reimburse the City for any and all costs and damages suffered by the City as a result of Consultant's negligent performance of this Agreement, failure of performance hereunder, willful or negligent violation of state or federal laws, or failure to adhere to the standards of performance and care described in **Subsection 13.2**. For those claims based on professional liability (as opposed to general liability or automobile liability), Consultant shall not be required to provide the City's defense but will be required to reimburse the City for the City's defense costs incurred in any litigation resulting from the negligent acts, omissions, errors, or willful or reckless misconduct by Consultant.

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

Section 14. Insurance

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

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

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

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

14.1.4. Workers Compensation Insurance. Consultant, its subcontractors, and all employers providing work, labor, or materials under this Agreement that are subject employers under the Oregon Workers Compensation Law shall comply with ORS 656.017, which requires them to provide workers compensation coverage that satisfies Oregon law for all their subject workers under ORS 656.126. Out-of-state employers must provide Oregon

workers compensation coverage for their workers who work at a single location within Oregon for more than thirty (30) days in a calendar year. Consultants who perform work without the assistance or labor of any employee need not obtain such coverage. This shall include Employer's Liability Insurance with coverage limits of not less than **\$500,000** each accident.

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

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

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

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

Section 15. Early Termination; Default

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

15.1.1. By mutual written consent of the parties;

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

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

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

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

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

Section 16. Suspension of Services

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

Section 17. Modification/Addendum

Any modification of the provisions of this Agreement shall not be enforceable unless reduced to writing and signed by both the City and Consultant. A modification is a written document, contemporaneously executed by the City and Consultant, which increases or decreases the cost to the City over the agreed Compensation Amount in **Section 4** of this Agreement, or changes or modifies the Scope of Work or the time for performance. No modification shall be binding or effective until executed, in writing, by both Consultant and the City. In the event Consultant receives any communication of whatsoever nature from the City, which communication Consultant contends gives rise to any modification of this Agreement, Consultant shall, within five (5) days after receipt, make a written request for modification to the City's Project Manager in the form of an Addendum. Consultant's failure to submit such written request for modification in the form of an Addendum shall be the basis for refusal by the City to treat said communication as a basis for modification or to allow such modification. In connection with any modification to this Agreement affecting any change in price, Consultant shall submit a complete breakdown of labor, material, equipment, and other costs. If Consultant incurs additional costs or devotes additional time on Project tasks, the City shall be responsible for payment of only those additional costs for which it has agreed to pay under a signed Addendum. To be enforceable, the Addendum must describe with particularity the nature of the change, any delay in time the Addendum will cause, or any increase or decrease in the Compensation Amount. The Addendum must be signed and dated by both Consultant and the City before the Addendum may be implemented.

Section 18. Access to Records

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

Section 19. Property of the City

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

Section 20. Notices

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

To City: City of Wilsonville
 Attn: Mike Nacrelli, Senior Civil Engineer
 29799 SW Town Center Loop East
 Wilsonville, OR 97070

To Consultant: Water Systems Consultants, Inc.
 Attn: Scott Duren
 4640 S Macadam Avenue, Suite 110
 Portland, OR 97239

Section 21. Miscellaneous Provisions

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

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

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

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

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

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

21.7. Legal Action/Attorney Fees. If a suit, action, or other proceeding of any nature whatsoever (including any proceeding under the U.S. Bankruptcy Code) is instituted in connection with any controversy arising out of this Agreement or to interpret or enforce any rights or obligations

hereunder, the prevailing party shall be entitled to recover attorney, paralegal, accountant, and other expert fees and all other fees, costs, and expenses actually incurred and reasonably necessary in connection therewith, as determined by the court or body at trial or on any appeal or review, in addition to all other amounts provided by law. If the City is required to seek legal assistance to enforce any term of this Agreement, such fees shall include all of the above fees, whether or not a proceeding is initiated. Payment of all such fees shall also apply to any administrative proceeding, trial, and/or any appeal or petition for review.

21.8. Nonwaiver. Failure by either party at any time to require performance by the other party of any of the provisions of this Agreement shall in no way affect the party's rights hereunder to enforce the same, nor shall any waiver by the party of the breach hereof be held to be a waiver of any succeeding breach or a waiver of this nonwaiver clause.

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

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

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

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

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

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

21.15. Good Faith and Reasonableness. The parties intend that the obligations of good faith and fair dealing apply to this Agreement generally and that no negative inferences be drawn by the absence of an explicit obligation to be reasonable in any portion of this Agreement. The obligation to be reasonable shall only be negated if arbitrariness is clearly and explicitly permitted as to the specific

item in question, such as in the case of where this Agreement gives the City “sole discretion”, or the City is allowed to make a decision in its “sole judgment.”

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

21.17. Interpretation. As a further condition of this Agreement, the City and Consultant acknowledge that this Agreement shall be deemed and construed to have been prepared mutually by each party and it shall be expressly agreed that any uncertainty or ambiguity existing therein shall not be construed against any party. In the event that any party shall take an action, whether judicial or otherwise, to enforce or interpret any of the terms of the Agreement, the prevailing party shall be entitled to recover from the other party all expenses which it may reasonably incur in taking such action, including attorney fees and costs, whether incurred in a court of law or otherwise.

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

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

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

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

CONSULTANT:

CITY:

WATER SYSTEMS CONSULTANTS, INC.

CITY OF WILSONVILLE

By: _____

Scott Duren
As Its: Vice President

EIN/Tax I.D. No. 26-1507694

By: _____

Bryan Cosgrove
As Its: City Manager

APPROVED AS TO FORM:

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

#253310
water distribution/master plan/doc/psa water distribution system mp~wsc (t4).docx

Task 0 Project Management

0.1 Project Administration

- Prepare Project Administration Plan template for use in guiding progress and schedule discussions, capturing action items, and documenting decisions. A draft template will be provided prior to the project kickoff meeting and updated biweekly to keep the City PM informed on the progress of the project.
- Prepare monthly progress reports to be submitted with each invoice. It is assumed that the project duration is 20 months.

0.2 Coordination Meetings

- Prepare materials for and facilitate monthly project conference calls / progress meetings with City and Consultant Project Managers attending. Purpose of meetings will be to review project progress, discuss challenges and findings, and review early study results. A total of 18 meetings will be held over the duration of the project with each meeting assumed to be 30 minutes in duration.
- Conduct internal coordination meetings amongst the Consultant team to coordinate schedule, task assignments, and collaboration on progressing the analysis and deliverables described in this scope of work. A total of 18 monthly coordination meetings are assumed with each meeting 30 minutes in duration.

0.3 Quality Assurance and Quality Control (QA/QC)

- Perform quality control reviews of all deliverables to the District.

Deliverables:

- (1) Project Administration Plan (updated biweekly)
- (2) Meeting Agenda and Handouts
- (3) Meeting Summaries
- (4) Monthly Progress Reports and Invoices

Assumptions:

- (1) Project duration is 20 months, with 18 months of active preparation requiring coordination meetings

Task 1 Data Collection and Verification

1.1 Project Kickoff Meeting

- Prepare and submit a data request log to the City for review prior to the kick-off meeting.
- Plan and lead a project kickoff meeting to review project scope and tasks, and to confirm specific requirements of the Water System Master Plan. The kickoff meeting will capture critical success factors for the project, review available data sources, project schedule, and identify responsibilities for both WSC and the City.
- Summarize key decisions and action items in meeting minutes.

1.2 Conduct Staff Interviews

- Interview City personnel familiar with the water system to collect information regarding the operation and maintenance of the system and determine the existence of known deficiencies, if any. Interviews will be conducted virtually with an assumed 30 minute duration with the following individuals:
 - Public Works (including Operations Superintendent and representatives of distribution system operations)
 - Fire District (to be completed as an emailed list of survey questions)
- Develop asset inspection sheets for City Operations Staff to visit and perform onsite inspection for specific facilities to collect information on the water system, or other data necessary for the proposed work. It is assumed no hours will be necessary for Consultant to perform onsite inspection work.
- Visit each backup groundwater well site to document existing conditions and to evaluate the accessibility for well maintenance and inspection equipment.

1.3 Collect and Review Mapping and System Data

- Prepare a data request for information required to complete the Water System Master Plan. This includes but is not limited to:
 - GIS layers,
 - AutoCAD record drawing files,
 - Updates to the distribution system hydraulic model (in Innovyze Infowater format),
 - Water right documentation,
 - Intergovernmental agreements with adjacent water providers,
 - Water quality sampling and reporting,
 - Previous planning documents including past master plans,
 - System components, inventories, and set points,
 - Supervisory control and data acquisition historian archive data,
 - Analysis criteria and desired levels of service,
 - Water supply / source alternatives,

- Water utility billing data,
- Deficiencies, documented leaks, and repair data,
- Existing levels of service,
- Capital and operating budgets.
- Data request will be tracked and updated in a data request log as part of the PAP.
- Review relevant documents provided by the City. Identify data gaps and a process to eliminate gaps sufficiently to complete a comprehensive water system model and master plan.

1.4 Prepare Draft Chapter 1 & 2 – Introduction and Existing Water System

- Prepare a draft Chapter 1 – Introduction of the Water System Master Plan based on information collected in Task 2 to include:
 - Water Master Plan Purpose
 - Study Area Background
 - Need for Plan
 - Previous Work
 - Scope of Work
- Prepare a draft Chapter 2 – Existing Water System of the Water System Master Plan based on information collected in Task 2 to include:
 - Current and future water service area description and boundary definition
 - Existing pressure zone characteristics and boundary definitions
 - Inventory of existing facilities (source and treatment, water rights, groundwater supply wells, reservoirs, pump stations, pressure reducing valves, transmission and distribution piping, and fire hydrants)
 - Describe existing levels of service for the water system
- Review written comments on draft chapter and prepare a response to comments table to identify those comments that require further discussion to adequately resolve
- Conduct a review meeting with City staff to discuss and resolve comments on the draft chapter
- Update response to comment table and a meeting summary to document the planned revisions to the chapter

Deliverables:

- (1) Data Request Log
- (2) Asset Inspection Sheet Template
- (3) Kickoff Meeting Agenda and Summary Notes
- (4) Draft Chapters for City review
- (5) Draft response to comments table for review meeting
- (6) Final response to comments table and review meeting summary

Assumptions:

- (1) Kick-off meeting will be held in-person at Wilsonville City Hall and will be two hours in duration
- (2) Staff interviews will be conducted virtually and will be one hour in duration for each individual interview
- (3) Site visits and data collection of existing facilities to be performed by City Staff.
- (4) City staff will escort and provide well facility access to GSI for well site visits
- (5) Draft chapter review meeting will be held virtually and will be one hour in duration

Task 2 Regulatory Requirements

2.1 Establish Level of Service Goals

- Review existing master plan and other available documents to identify existing levels of service.
- Identify and recommend new level of service categories that could be considered for the WSMP update, including but not limited to:
 - Emergency Supply
 - Seismic Resiliency
- Conduct a workshop with City staff to review existing and potential levels of service for use in system evaluations.
- Document findings from the workshop with meeting minutes.

2.2 Regulatory Requirements

- Conduct an interview with Oregon Health Authority staff to evaluate if water quality requirements can be modified if a well is only used for emergency backup purposes and summarize in an email to City
- Prepare a draft Chapter 3 – Regulatory Requirements and Water Quality based on information collected in Task 1 to include:
 - Summary of water regulations applicable to the City water system
 - Summary of existing water quality sampling program and ability to comply with existing regulations
- Review written comments on draft chapter and prepare a response to comments table to identify those comments that require further discussion to adequately resolve
- Conduct a review meeting with City staff to discuss and resolve comments on the draft chapter
- Update response to comment table and a meeting summary to document the planned revisions to the chapter

Deliverables:

- (1) Workshop meeting minutes and materials
- (2) Draft Chapter for City review
- (3) Draft response to comments table for review meeting

- (4) Final response to comments table and review meeting summary

Assumptions:

- (1) City is generally in compliance with current regulations
- (2) OHA will be available and willing to discuss requirements for emergency backup wells
- (3) Review meeting duration is assumed to be 2-hours
- (4) Levels of service workshop is assumed to be 2-hours

Task 3 Water Demand

3.1 Existing Production

- Review historical water production records and determine average system-wide water production over the past 5 years (2019-2024).
- Identify maximum day and peak hour water production for the period of available records (2019 and 2024) and develop seasonal water use trends.

3.2 Existing Usage

- Review and calculate system-wide water demands for average day, maximum day, and peak hour from water billing data.
- Estimate nonrevenue water volume (water loss) based on comparisons of customer billing and production master meter records.
- Geospatially allocate demands for users within the service area to correspond with meter location.
- Identify seasonal factors and magnitudes for fluctuations in existing usage

3.3 Develop Water Demand Forecast

- Review previous estimates of per capita demand factors and meter records for user categories including residential, commercial, industrial, and institutional to update unit demand factors for each category and to develop peak hour demands.
- Review City's Housing Needs and Capacity Assessment and Economic Opportunities Analysis to develop updated growth projections
- Review Frog Pond, Basalt Creek, and other development area master plans to confirm and align growth assumptions for these areas
- Work with the City to refine and clarify assumptions for future development within the Urban Growth Reserve areas, in particular for the area between Wilsonville and Tualatin
- Develop updated population and demand projections for 20-year planning horizon across the water service area and determine the forecasted water demand for the 20-year planning horizon and buildout conditions based on the available planning documents.

3.4 Prepare Draft Chapter 4 – Water Demand

- Prepare a draft Chapter 4 – Water Demand to include:
 - A summary of existing production records
 - A summary of existing demands
 - Estimation of nonrevenue water within the system
 - Description of population forecasts for water service area
 - Description of other factors impacting future demands
- Review written comments on draft chapter and prepare a response to comments table to identify those comments that require further discussion to adequately resolve
- Conduct a review meeting with City staff to discuss and resolve comments on the draft chapter
- Update response to comment table and a meeting summary to document the planned revisions to the chapter

Deliverables:

- (1) Draft Chapter for City review
- (2) Draft response to comments table for review meeting
- (3) Final response to comments table and review meeting summary

Assumptions:

- (1) Monthly water production records will be provided by City
- (2) Water billing data will be provided by City
- (3) City will provide most recent buildable lands inventories and assumptions related to urban growth reserve areas for use in demand projection
- (4) Review meeting duration is assumed to be 2-hours

Task 4 Water Storage

4.1 Storage Evaluation

- Evaluate current storage and supply capacities and assess if they meet operational and regulatory requirements for average day, maximum day + fire flow, and peak hour demand identified in Task 3.

4.2 Prepare Draft Chapter 5 – Water Storage

- Prepare a draft Chapter 5 – Water Storage to include:
 - A summary of existing and potential future deficiencies
 - A summary of recommended capital improvements
 - A summary of recommended operational improvements
- Review written comments on draft chapter and prepare a response to comments table to identify those comments that require further discussion to adequately resolve

- Conduct a review meeting with City staff to discuss and resolve comments on the draft chapter
- Update response to comment table and a meeting summary to document the planned revisions to the chapter

Deliverables:

- (1) Draft Chapter for City review
- (2) Draft response to comments table for review meeting
- (3) Final response to comments table and review meeting summary

Assumptions:

- (1) City will provide record drawings and capacity for existing storage facilities including the recently completed Westside Level B reservoir
- (2) Review meeting duration is assumed to be 1-hour

Task 5 Hydraulic Model Update

5.1 Water Model Update

- Identify gaps in mapping or system data and provide recommendations to City for field data collection to confirm and update within model.
- Update the model with new water system projects that have been completed within the City since the most recent update.
- Assign water demands for the following scenarios into hydraulic model:
 - Current conditions
 - 20-year planning horizon
- Develop hydraulic model scenarios for up to 5 historical hydrant calibration tests and adjust model parameters to obtain pressure and flow results to within 5-10 percent of documented field testing of hydrants.
- Conduct a workshop with City staff to present the hydraulic model results under existing conditions to determine if model output is consistent with operational observations and to identify any adjustments.
- Prepare recommendations for additional field calibration, if necessary, based on findings from workshop.

5.2 Hydraulic Model Development Documentation

- Prepare a draft written technical memorandum to document the following:
 - Data used in updating the hydraulic model
 - Assumptions required when data was not available
 - File naming conventions
 - Calibration results and procedures
 - General descriptions of modeling conventions to aid future model users

- Review written comments on draft technical memorandum and incorporate resolutions into a final technical memorandum.

Deliverables:

- (1) Model Calibration Plan
- (2) Hydraulic Model Development TM

Assumptions:

- (1) Field Data Collection / Mapping Efforts will be completed by City Staff
- (2) City personnel shall assist in performing hydrant flow testing, and will be responsible for supplying tools and equipment required for testing
- (3) Consultant will plan and attend testing at up to four locations within the City distribution system
- (4) 1 day is assumed to conduct field data collection

Task 6 Water Delivery

6.1 Evaluate Distribution System

- Evaluate the distribution system using the updated hydraulic model to determine the system's capacity to delivery water under peak hour demand and maximum day demand with fire flow conditions. The following model scenarios will be evaluated:
 - Existing demand conditions
 - 20-year growth projection demand conditions
 - Buildout growth projection demand conditions
- Review distribution system to assess the ability meet the desired levels of service and identify all deficiencies discovered in the distribution system.
- Review pump station capacity to assess the ability to meet each demand scenario.
- Identify locations where parallel water mains exist and there are opportunities to transfer water services and abandon redundant water mains.
- Conduct a workshop to review results and confirm distribution system levels of service are appropriate, including up to two alternative level of service modifications
- Prepare meeting minutes to document the workshop findings and recommendations
- Use hydraulic model to identify recommended distribution system improvements to address existing and future level of service deficiencies

6.2 System Condition Assessment

- Assess current City data related to materials, age, condition, repairs, and other relevant condition data for water system assets.
- Develop a risk-based rating system to apply to the water system assets using data that is currently available for City water system assets. The rating system will rank

each asset based on the product of the likelihood of failure and the consequence of failure.

- Develop an asset renewal plan to assess, refurbish, and replace existing assets, prioritized based on risk, as assets reach the end of their remaining useful life.
- Review recommendations for asset renewal with engineering and operations during a biweekly progress meeting.

6.3 Corrosion Risk Mapping

- Norton Corrosion will attempt to gather and review pipeline data from utilities within the City that have impressed currents, such as steel natural gas mains, high-voltage electricity, or other sources.
- Norton Corrosion will review past cathodic protection reports and soil information from past work within the City
- Review known wetlands within the City GIS data and groundwater level data throughout the City to determine areas where existing water mains may be below the seasonal water table elevations
- Develop weighted criteria for ranking and prioritizing existing City pipelines with elevated risk associated with stray currents or exposure to groundwater. Criteria may include:
 - Proximity to impressed currents
 - Proximity to high groundwater
 - Proximity to soil types known to be more corrosive for metallic pipelines
 - Depth of pipeline
 - Pipeline material
 - Pipeline age
 - Pipeline diameter or criticality to the water system
 - Consequences of failure for pipelines such as traffic or other public impacts
- Prepare a corrosion risk map to indicate and prioritize pipelines within the existing system with increased risk from corrosion
- Recommend additional field testing to confirm risk factors as described in Optional Task 4.0. Recommendations will be provided during a biweekly progress meeting.

6.4 Prepare Draft Chapter 6 – Water Delivery

- Prepare a draft Chapter 6 – Water Distribution System to include:
 - A summary of existing and potential future deficiencies
 - A summary of recommended capital improvements
 - A summary of recommended operational improvements
- Review written comments on draft chapter and prepare a response to comments table to identify those comments that require further discussion to adequately resolve

- Conduct a review meeting with City staff to discuss and resolve comments on the draft chapter
- Update response to comment table and a meeting summary to document the planned revisions to the chapter

Deliverables:

- (1) Agenda and meeting minutes for workshops & meetings
- (2) Draft Chapter for City review
- (3) Draft response to comments table for review meeting

Assumptions:

- (1) City will provide data for population of condition database
- (2) Review meeting duration is assumed to be 2-hours

Task 7 Emergency Supply Alternatives

7.1 Emergency Backup Well Strategy

- Using the summary of existing facilities and demand projections from previous tasks, identify the potential deficit or surplus of groundwater supply available under emergency conditions.
- Conduct a workshop, facilitated by GSI and WSC, to collaboratively identify the viability criteria for emergency backup wells, site-specific factors that could affect maintenance programs, and key decisions that will impact strategy development.
- Develop a menu of well maintenance options for existing wells that are identified as necessary for emergency supply, including pros and cons of each option and triggers that would adjust maintenance schedules based on performance testing and/or water quality sampling.
- Develop capital improvement project recommendations for future assessment of up to 4 wells that have not yet been assessed, including costs for down-hole videos, performance testing, and water quality sampling.

7.2 Existing Intertie Evaluation

- Review the available record drawings for existing configuration of the existing intertie with the City of Tualatin
- Conduct one meeting with City of Wilsonville and Tualatin staff to discuss limitations, capacity, and operational requirements for intertie.
- Summarize considerations of the feasibility for use of intertie including costs of implementation and potential for emergency capacity

7.3 Improved Redundancy Within the City

- Identify areas within the City that are most vulnerable to isolation from the water system in an emergency event, such as the Charbonneau area, that could benefit from improved redundancy
- Develop up to two alternatives for building redundancy into existing water system components for high-risk areas.

7.4 Alternatives Evaluation

- Prepare conceptual exhibits for each alternative emergency supply alternative
- Conduct a workshop with City staff to review conceptual alternatives and to provide comments for refinement and/or revision
- Refine the alternative concepts to incorporate City comment and prepare conceptual cost estimates
- Conduct a workshop with City staff to compare alternatives and to identify a preferred emergency supply concept

7.5 Emergency Supply Alternatives Chapter

- Prepare a draft Chapter 7 – Emergency Supply to include:
 - A summary of emergency supply alternatives investigated
 - A summary of recommended capital improvements related to emergency supply
 - A summary of recommended operational improvements and/or maintenance associated with the recommended emergency supply alternative
- Review written comments on draft chapter and prepare a response to comments table to identify those comments that require further discussion to adequately resolve
- Conduct a review meeting with City staff to discuss and resolve comments on the draft chapter
- Update response to comment table and a meeting summary to document the planned revisions to the chapter

Deliverables:

- (1) Agenda, exhibits, and meeting minutes for workshops
- (2) Draft Chapter for City review
- (3) Draft response to comments table for review meeting

Assumptions:

- (1) Assessment of demand vs supply will be a static analysis. An extended period simulation of emergency supply is included as an optional task.
- (2) Sufficient information is available from neighboring water agencies to evaluate the capacity and water quality of existing and potential interties.

Task 8 Seismic Evaluation

8.1 Identify Critical Infrastructure

- Identify critical water supply facilities within the distribution system including storage reservoirs, pump stations, and transmission mains
- Identify critical water customers that will be key to responding and recovering from a seismic event, including hospitals, emergency shelters, and other essential facilities.
- Designate the critical backbone infrastructure of the water distribution system that should be prioritized for addressing seismic deficiencies.

8.2 Identification of Seismic Geohazards

- Compile and review existing geologic/geotechnical and seismic data to develop a conceptual understanding of subsurface conditions and potential seismic hazards.
- Conduct geotechnical field reconnaissance for critical reservoirs, pump stations, and the intake structure, for a total of up to 7 locations.
- Review DOGAMI seismic hazard maps included in Open-File Report O-13-06, O-18-02, and O-24-07 related to peak ground velocity (PGV) and peak ground acceleration (PGA), liquefaction potential, permanent ground deformation (PGD) due to lateral spread, and PGD due to seismic landslides.
- Analyze seismic risks for the water system based on current seismic mapping and referenced seismic scenarios based on a Cascadia Subduction Zone seismic event only. No additional seismic scenarios will be considered.
- Verify and adjust DOGAMI seismic hazard maps within the project limits (as appropriate) to identify potential soil liquefaction zones, seismic landslide zones, lateral spreading zones, and critical transition zones.
- Evaluate the seismic hazards and provide seismic design parameters for evaluating the resilience of the critical facilities. Where site specific subsurface data is available at critical facilities (up to 7 total), an independent screening will be conducted for seismic hazards at the site and compared to mapped values.
- Provide ground movement parameters for each seismic hazard zone for use in evaluating pipe fragility. Ground movement parameters shall include:
 - Peak ground velocity (PGV)
 - Liquefaction induced settlement in inches
 - Displacement in inches from lateral spreading or seismic induced landslides
- Prepare a brief technical memorandum to summarize results and recommendations for further study.

8.3 Analyze Pipe Fragility

- Using the ground displacement parameters established in the previous subtask, a pipeline fragility analysis will be conducted using available pipe information to identify the anticipated leaks per foot within the existing system
- Mapping will be prepared of backbone and non-backbone piping to indicate the most vulnerable portions of the water distribution system to a seismic event for the purposes of prioritizing upgrades.
- A list of recommended seismic improvement projects will be developed that will allow the City to achieve the desired level of service for seismic response and recovery.

8.4 City Construction Standard Review

- Review the City's existing water system construction standards and drawings.
- Conduct a workshop with City engineering and operations staff to discuss desired improvements to standards.
- Evaluate and recommend changes on design and construction standards based on the meeting with the City, the designation of critical facilities, and the anticipated seismic geohazards.

8.5 Prepare Draft Chapter 8 – Seismic Hazards

- Prepare a draft Chapter 8 – Seismic Hazards to include:
 - A summary of the critical facilities and backbone infrastructure
 - A summary of seismic geohazards
 - A summary of recommended capital improvements and modifications to standards
- Review written comments on draft chapter and prepare a response to comments table to identify those comments that require further discussion to adequately resolve
- Conduct a review meeting with City staff to discuss and resolve comments on the draft chapter
- Update response to comment table and a meeting summary to document the planned revisions to the chapter

Deliverables:

- (1) Agenda and meeting minutes for standards review meeting
- (2) Draft Chapter for City review
- (3) Draft response to comments table for review meeting

Assumptions:

- (1) City will provide existing boring logs and other geotechnical investigation data for use in preparing seismic geohazard mapping
- (2) Pipe fragility analysis will follow the American Lifelines Alliance methodology
- (3) Review meeting duration is assumed to be 2-hours

- (4) Existing water treatment plant and West Side Level B storage reservoir have undergone seismic improvements and any additional facility evaluations will be recommended for performance in the future, but not as part of the master plan scope

Task 9 Water System Capital Improvement Plan

9.1 Prioritization Framework

- Based on discussions during previous tasks, a draft list of prioritization criteria along with proposed scoring basis will be prepared, and is anticipated to include the following:
 - Asset criticality
 - Regulatory compliance
 - Seismic resilience
 - Customers affected
 - Operational improvement
 - Relationship to other projects
- The draft list will be reviewed by the City and comments provided and incorporated prior to applying to the proposed projects

9.2 Develop Opinions of Probable Construction Costs

- For each recommended capital improvement project recommended in the previous tasks, an opinion of probable construction cost (OPCC) will be developed to a Class 5 level as defined by the American Association of Cost Engineers.
- To the extent practical, each project OPCC will be itemized to identify the individual elements and assumptions used

9.3 Staffing Level Analysis

- Review O&M budget and current staffing
- Estimate O&M requirements for key infrastructure in the distribution system with City Staff.
- Develop staffing requirements for infrastructure components including pipelines based on linear footage, tanks, and pump stations.
- Estimate staffing requirements for recommended capital improvement projects.

9.4 Capital Improvement Plan

- Develop a draft 20-year Capital Improvement Plan for the water system indicating the anticipated start and end year and the annualized spending required. Projects will be prioritized in accordance with the prioritization framework and to align with City staffing and financing considerations.

- Lead a CIP workshop to review the draft plan and identify adjustments or modifications necessary.

9.5 Prepare Draft Chapter 9 – Capital Improvement Plan

- Prepare a draft Chapter 9 – Capital Improvement Plan to include:
 - A summary of the prioritization framework and criteria
 - A summary of the proposed capital improvement plan
 - A discussion of potential funding and financing options
- Review written comments on draft chapter and prepare a response to comments table to identify those comments that require further discussion to adequately resolve
- Conduct a review meeting with City staff to discuss and resolve comments on the draft chapter.
- Update response to comment table and a meeting summary to document the planned revisions to the chapter

Deliverables:

- (1) Draft Prioritization Framework
- (2) Draft Capital Improvement Plan
- (3) Draft Chapter for City review
- (4) Draft response to comments table for review meeting
- (5) Final response to comments table and review meeting summary

Assumptions:

- (1) City will provide construction bidding results for previous 10 years for use in developing appropriate unit costs for CIP projects
- (2) Review meeting duration is assumed to be 2-hours

Task 10 Plan Adoption

10.1 City Council and Planning Commission Meetings

- Prepare material (PowerPoint slides, agenda, printed handouts) and attend up to 2 City Council meetings to provide updates and receive concurrence on key milestones during the planning process. These milestone topics are planned to be:
 - Emergency Supply Alternatives
 - Draft Water Master Plan Review
- Prepare material and attend up to 2 Planning Commission meetings. It is assumed topics and presentation material will be the same for both the City Council and Planning Commission meetings.

Deliverables:

- (1) Milestone Presentation Material (agenda, PowerPoint slides, handout material)
- (2) Milestone Meeting Minutes

Assumptions:

- (1) The same material will be presented at the Planning Commission and City Council meetings.

Task 11 Water System Master Plan Report

11.1 Draft Water System Master Plan Report

- Prepare a Draft Water System Master Plan Report consisting of the following sections:
 - Section ES – Executive Summary
 - Section 1 Introduction
 - Section 2 Existing Water System
 - Section 3 – Regulatory Requirements
 - Section 4 – Water Demand
 - Section 5 – Water Supply
 - Section 6 – Water Distribution System Evaluation
 - Section 7 – Seismic Analysis
 - Section 8 – Water System Capital Improvement Plan
- Review written comments on draft report and prepare a response to comments table to identify those comments that require further discussion to adequately resolve
- Conduct a review meeting with City staff to discuss and resolve comments on the draft report.

11.2 Draft Final Water System Master Plan

- Update the report to incorporate comments from City staff on the draft document
- Lead a review meeting with City staff to confirm the desired resolution of City Council or public comments received on the Draft Final WSMP.
- Update the Draft Final Water System Master Plan to reflect resolution of council and public comment

11.3 Oregon Health Authority Review

- Submit a signed and sealed version of the Draft Final Water System Master Plan to the Oregon Health Authority for review.
- Receive and review comments from OHA on the report and develop a response to comments letter.

- Conduct one meeting with the OHA reviewer to discuss resolution of any comments received.

11.4 Final Water System Master Plan

- Prepare the Final Water System Master Plan document, including final signature and engineering seal

11.5 Public Open House

- Prepare a public engagement plan for outreach to interested members of the community and businesses potentially affected by the updated plan. The plan will consist of recommendations for scheduling invites and information sharing associated with a Public Open House, incorporating the City's existing public engagement tools, including Let's Talk Wilsonville and the Boones Ferry Messenger.
- Lead a virtual meeting with City staff to discuss potential stakeholders in the plan and prepare talking points to aid the City in up to 10 individual stakeholder meetings to share information in the plan.
- Attend up to 10 individual stakeholder meetings with the City.
- Prepare a slide deck and agenda, coordinating and incorporating feedback from City staff, for an open house to present project information to the public related to the Final Water System Master Plan
- Attend public open house to assist in answering questions relative to the analysis and recommendations

Deliverables:

- (1) Draft WSMP for City staff review
- (2) Draft response to comments table for review meeting
- (3) Draft Final WSMP for Council review
- (4) WSMP for OHA Review
- (5) Final WSMP

Assumptions:

- (1) Comments received from City Council and public will not require more than 16 hours of revisions to the Draft Final WSMP prior to submittal to OHA.
- (2) Comments received from OHA will not require more than 16 hours to resolve
- (3) Review meeting duration is assumed to be 2-hours
- (4) Stakeholder meetings attended virtually by the WSC Project Manager will be one hour or less in duration and will be organized and hosted by the City.
- (5) Public open house will be conducted in-person at a City of Wilsonville facility, will be 90 minutes in duration, will be attended by the WSC Project Manager and Engineer, and City will provide all audio visual technical support and hard copy reproductions required.

EXHIBIT B



Task No. Task Description		WSC										GSI	S&W	Norton	Confluence	ALL FIRMS
		Tech Advisor/QC	Project Manager	Communications	Project Engineer	Engineering Support	Project Admin	WSC Labor Hours	WSC Labor Fee	Expenses	WSC Fee	Labor Fee	Labor Fee	Labor Fee	Labor Fee	Total Fee
		Jeroen Olthof	Scott Duren	Jennifer Rogers	Patrick Finn		Roxanne Collins									
	Billing rates, \$/hr	\$415	\$366	\$257	\$240	\$170	\$179									
0	Project Management															
0.1	Project Administration		30		2		28	60	\$ 16,472	\$ -	\$ 16,472	\$ 7,870		\$ 1,260	\$	\$ 25,602
0.2	Coordination Meetings	2	22.5	2	18	9		53.5	\$ 15,429	\$ -	\$ 15,429	\$ 1,050			\$	\$ 16,479
0.3	QAQC	26	10					36	\$ 14,450	\$ -	\$ 14,450					\$ 14,450
	SUBTOTAL	28	62.5	2	20	9	28	149.5	\$ 46,351	\$ -	\$ 46,351	\$ 7,870	\$ 1,050	\$ -	\$ 1,260	\$ 56,531
1	Data Collection and Verification															
1.1	Project Kickoff Meeting		4.5		7			11.5	\$ 3,327	\$ -	\$ 3,327	\$ 5,250				\$ 8,577
1.2	Conduct Staff Interviews		7		10			17	\$ 4,962	\$ -	\$ 4,962	\$ 7,350				\$ 12,312
1.3	Collect and Review Mapping and System Data		8		16	40		64	\$ 13,568	\$ -	\$ 13,568	\$ 9,653				\$ 23,221
1.4	Prepare Draft Chapter 1 & 2 - Introduction and Existing Water System		6.5		14	39		59.5	\$ 12,369	\$ -	\$ 12,369	\$ 8,400				\$ 20,769
	SUBTOTAL	0	26	0	47	79	0	152	\$ 34,226	\$ -	\$ 34,226	\$ 30,653	\$ -	\$ -	\$ -	\$ 64,879
2	Regulatory Requirements															
2.1	Establish Level of Service Goals		2.5		4.5	12		19	\$ 4,035	\$ -	\$ 4,035					\$ 4,035
2.2	Regulatory Requirements		4		12	23		39	\$ 8,254	\$ -	\$ 8,254	\$ 914				\$ 9,168
	SUBTOTAL	0	6.5	0	16.5	35	0	58	\$ 12,289	\$ -	\$ 12,289	\$ 914	\$ -	\$ -	\$ -	\$ 13,203
3	Water Demand															
3.1	Existing Production		2		4	8		14	\$ 3,052	\$ -	\$ 3,052					\$ 3,052
3.2	Existing Usage		4		8	16		28	\$ 6,104	\$ -	\$ 6,104					\$ 6,104
3.3	Develop Water Demand Forecast		5		11	22		38	\$ 8,210	\$ -	\$ 8,210					\$ 8,210
3.4	Prepare Chapter 4 - Water Demand		5		13	23		41	\$ 8,860	\$ -	\$ 8,860					\$ 8,860
	SUBTOTAL	0	16	0	36	69	0	121	\$ 26,226	\$ -	\$ 26,226	\$ -	\$ -	\$ -	\$ -	\$ 26,226
4	Water Storage															
4.1	Storage Evaluation		2		6	12		20	\$ 4,212	\$ -	\$ 4,212					\$ 4,212
4.2	Prepare Draft Chapter 5 - Water Storage		4		7	12		23	\$ 5,184	\$ -	\$ 5,184					\$ 5,184
	SUBTOTAL	0	6	0	13	24	0	43	\$ 9,396	\$ -	\$ 9,396	\$ -	\$ -	\$ -	\$ -	\$ 9,396
5	Hydraulic Model Update															
5.1	Water Model Update		7		50	78		135	\$ 27,822	\$ -	\$ 27,822					\$ 27,822
5.2	Hydraulic Model Development Documentation		3		11	19		33	\$ 6,968	\$ -	\$ 6,968					\$ 6,968
	SUBTOTAL	0	10	0	61	97	0	168	\$ 34,790	\$ -	\$ 34,790	\$ -	\$ -	\$ -	\$ -	\$ 34,790
6	Water Delivery															
6.1	Evaluate Distribution System		6		15	38		59	\$ 12,256	\$ -	\$ 12,256					\$ 12,256
6.2	System Condition Assessment		10		22	28		60	\$ 13,700	\$ -	\$ 13,700					\$ 13,700
6.3	Corrosion Risk Mapping		4		8	8		20	\$ 4,744	\$ -	\$ 4,744		\$ 12,600			\$ 17,344



Task No. Task Description		WSC										GSI	S&W	Norton	Confluence	ALL FIRMS
		Tech Advisor/QC	Project Manager	Communications	Project Engineer	Engineering Support	Project Admin	WSC Labor Hours	WSC Labor Fee	Expenses	WSC Fee	Labor Fee	Labor Fee	Labor Fee	Labor Fee	Total Fee
		Jeroen Olthof	Scott Duren	Jennifer Rogers	Patrick Finn		Roxanne Collins									
	Billing rates, \$/hr	\$415	\$366	\$257	\$240	\$170	\$179									
6.4	Prepare Draft Chapter 6 - Water Delivery		6		21	32		59	\$ 12,676	\$ -	\$ 12,676					\$ 12,676
	SUBTOTAL	0	26	0	66	106	0	198	\$ 43,376	\$ -	\$ 43,376	\$ -	\$ 12,600	\$ -	\$ -	\$ 55,976
7	Emergency Supply Alternatives															
7.1	Emergency Backup Well Strategy		8		12			20	\$ 5,808	\$ -	\$ 5,808					\$ 13,662
7.2	Existing Intertie Evaluation		6		4			10	\$ 3,156	\$ -	\$ 3,156			\$ 2,100		\$ 5,256
7.3	Improved Redundancy Within the City		2		4	8		14	\$ 3,052	\$ -	\$ 3,052					\$ 3,052
7.4	Alternatives Evaluation		8		12	20		40	\$ 9,208	\$ -	\$ 9,208					\$ 9,208
7.5	Emergency Supply Alternatives Chapter 7		4		10	17		31	\$ 6,754	\$ -	\$ 6,754					\$ 6,754
	SUBTOTAL	0	28	0	42	45	0	115	\$ 27,978	\$ -	\$ 27,978	\$ 7,854	\$ -	\$ -	\$ 2,100	\$ 37,932
8	Seismic Evaluation															
8.1	Identify Critical Infrastructure		3		7	12		22	\$ 4,818	\$ -	\$ 4,818					\$ 4,818
8.2	Identification of Seismic Geohazards		4		4			8	\$ 2,424	\$ -	\$ 2,424	\$ 31,500				\$ 33,924
8.3	Analyze Pipe Fragility		4		20	40		64	\$ 13,064	\$ -	\$ 13,064					\$ 13,064
8.4	City Construction Standard Review		7		14			21	\$ 5,922	\$ -	\$ 5,922					\$ 5,922
8.5	Prepare Draft Chapter 8 - Seismic Hazards		6		11	20		37	\$ 8,236	\$ -	\$ 8,236	\$ 3,675				\$ 11,911
	SUBTOTAL	0	24	0	56	72	0	152	\$ 34,464	\$ -	\$ 34,464	\$ -	\$ 35,175	\$ -	\$ -	\$ 69,639
9	Water System Capital Improvement Plan															
9.1	Prioritization Framework		4		4			8	\$ 2,424	\$ -	\$ 2,424					\$ 2,424
9.2	Develop Opinions of Probable Construction Costs		4		8	40		52	\$ 10,184	\$ -	\$ 10,184					\$ 10,184
9.3	Staffing Level Analysis		4		8	8		20	\$ 4,744	\$ -	\$ 4,744					\$ 4,744
9.4	Capital Improvement Plan		6		12			18	\$ 5,076	\$ -	\$ 5,076					\$ 5,076
9.5	Prepare Draft Chapter 9 - Capital Improvement Plan		8		15	24		47	\$ 10,608	\$ -	\$ 10,608					\$ 10,608
	SUBTOTAL	0	26	0	47	72	0	145	\$ 33,036	\$ -	\$ 33,036	\$ -	\$ -	\$ -	\$ -	\$ 33,036
10	Plan Adoption															
10.1	City Council and Planning Commission Meetings		8	16	4			28	\$ 8,000	\$ -	\$ 8,000					\$ 8,000
	SUBTOTAL	0	8	16	4	0	0	28	\$ 8,000	\$ -	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000
11	Water System Master Plan Report															
11.1	Draft Water System Master Plan Report		16	40	32	40		128	\$ 30,616	\$ -	\$ 30,616					\$ 30,616



Task No. Task Description	WSC										GSI	S&W	Norton	Confluence	ALL FIRMS
	Tech Advisor/QC	Project Manager	Communications	Project Engineer	Engineering Support	Project Admin	WSC Labor Hours	WSC Labor Fee	Expenses	WSC Fee	Labor Fee	Labor Fee	Labor Fee	Total Fee	
	Jeroen Olthof	Scott Duren	Jennifer Rogers	Patrick Finn		Roxanne Collins									
	Billing rates, \$/hr	\$415	\$366	\$257	\$240	\$170	\$179								
11.2	Draft Final Water System Master Plan		10	16	24	24	74	\$ 17,612	\$ -	\$ 17,612				\$ 17,612	
11.3	Oregon Health Authority Review		6		10	12	28	\$ 6,636	\$ -	\$ 6,636				\$ 6,636	
11.4	Final Water System Master Plan		8		16	16	40	\$ 9,488	\$ -	\$ 9,488				\$ 9,488	
11.5	Public Open House		22	58	8		88	\$ 24,878	\$ -	\$ 24,878				\$ 24,878	
	SUBTOTAL	0	62	114	90	92	358	\$ 89,230	\$ -	\$ 89,230	\$ -	\$ -	\$ -	\$ 89,230	
	COLUMN TOTALS	28	301	132	498.5	700	1687.5	\$ 399,362	\$ -	\$ 399,362	\$ 47,290	\$ 36,225	\$ 12,600	\$ 3,360	\$ 498,837

5% mark-up on direct expenses; 5% mark-up for sub-contracted services
Standard mileage rate \$0.70 per mile (or current Federal Mileage Reimbursement Rate)
Rates are subject to revision as of January 1 each year.



CITY COUNCIL MINUTES

July 21, 2025, at 7:00 PM

Wilsonville City Hall

CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance

A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:00 p.m. on Monday, July 21, 2025. The Mayor called the meeting to order at 7:10 p.m., followed by the roll call and the Pledge of Allegiance.

PRESENT

Mayor O'Neil
 Council President Berry
 Councilor Dunwell
 Councilor Shevlin
 Councilor Cunningham

STAFF PRESENT:

Amanda Guile-Hinman, City Attorney
 Andrew Barrett, Capital Projects Engineering Manager
 Beth Wolf, Senior Systems Analyst
 Bryan Cosgrove, City Manager
 Bill Evans, Communications & Marketing Manager
 Dan Pauly, Planning Manager
 Jeanna Troha, Assistant City Manager
 Kimberly Veliz, City Recorder
 Everett Wild, Government Affairs Manager

3. Motion to approve the following order of the agenda.

Motion: Moved to approve the following order of agenda.

Motion made by Councilor Berry Seconded by Councilor Shevlin.

Voting Yea:

Mayor O'Neil, Council President Berry, Councilor Dunwell, Councilor Shevlin, Councilor Cunningham

Vote: Motion carried 5-0.

MAYOR'S BUSINESS

4. Upcoming Meetings

The Mayor hoped that everyone had a safe Fourth of July and was staying cool during these higher temperatures. The Mayor then reported on the following past and upcoming events:

Extreme Heat/Cooling Centers

- It was shared that during extreme heat events, people who do not have air conditioning can visit a cooling center during the day to cool off. Centers included the Wilsonville Library and Wilsonville Community Center.

Juneteenth

- The Diversity, Equity and Inclusion (DEI) Committee hosted the City's Juneteenth Celebration on June 19, 2025.
- In attendance were members of the Council, Oregon Governor Tina Kotek and First Lady Aimee Kotek-Wilson.
- The Mayor thanked the following sponsors who made the event possible:
 - Platinum Sponsors: Swire Coca-Cola and Oregon State Credit Union
 - Silver Sponsors: Clackamas Community College – Wilsonville Campus, Oregon Institute of Technology, and Parkway Grille

Korean War Veteran's Remembrance Ceremony

- The Mayor announced in partnership with the Korean War Veteran's Association; there was a remembrance ceremony held every year. The 2025 ceremony was particularly important as it marked the 75th anniversary of the beginning of the Korean War, and the 25th anniversary of the memorial located in Town Center Park.
- The event honored those who served and reflected how the City of Wilsonville and State of Oregon are connected to the broader global community. Special guests included:
 - State Senator Courtney Neron Misslin
 - Nakeia Daniels, Director of the Oregon Department of Veteran's Affairs
 - Francesca Kim, President of the Korean Society of Oregon
 - Edward Kimmi, Honorary Consul for the Republic of Korea in Northern Oregon
 - Eunji Seo, Consul General of the Seattle Consulate Office for the Republic of Korea.
- Consul General Seo awarded Ambassador for Peace medals to nine Korean War Veterans or their families as a recognition of their service and the appreciation of the Republic of Korea for the United States' allyship.

Disability Pride Month

- July was Disability Pride Month, a time to honor the history, achievements, and contributions of people with disabilities. This celebration began in 1990, the same year as the Americans with Disabilities Act (ADA) was signed into law, marking a significant milestone in the fight for disability rights and equality. Disability Pride Month not only commemorated this historic event but also promoted awareness, acceptance, and inclusion. The City of Wilsonville was stronger because of the diverse experiences of the disability community.

National Park and Recreation Month

- July was National Park and Recreation Month. Wilsonville was fortunate to have a first-class parks and recreation system, ranging from sports fields and interactive water features to picnic shelters and leisurely trails. With fifteen public parks totaling nearly two hundred acres, there's activities for people of all ages and abilities.

Hearts of Wilsonville Bikes Tour

- The Mayor joined community members on the Hearts of Wilsonville Bikes Tour where they visited all ten Heart installations throughout the City of Wilsonville.
- The theme "Many Cultures, One Heart" celebrated the diverse artistic, cultural, and historical identities that shape Wilsonville. Each heart tells a story, and together they reflect on what makes Wilsonville such a vibrant, welcoming place.
- The Mayor encouraged all to visit the hearts and learn the artists' meaning behind their creation.

Regional, Community, and Constituent Meetings

- The Mayor continued to participate in numerous regional, community and constituent meetings. A list of the meetings was provided and added to the record.

Legislative Update

- The Mayor announced that the Legislative session wrapped up on June 27, 2025. There were 3,467 bills introduced. Only 704 of the bills passed and were headed to the Governor's desk.
- The Mayor thanked Senator Neron Misslin for securing \$1 million dollars to continue designing and engineering for the Boone Bridge.
- It was announced that the Legislature adjourned without passing a transportation bill. Therefore, the Oregon Department of Transportation (ODOT) had begun laying off staff. The City had heard that the Governor and legislative leadership were developing a new proposal that could be considered at a special session.
- The Mayor highlighted two bills that were of interest to Wilsonville that passed:
 - House Bill (HB) 3031, which passed with overwhelming bipartisan support, created a fund to aid local governments for infrastructure projects that would create more affordable housing. Building roads, water, sewers, and other necessary elements can make it hard to build housing that is affordable for lower- and even middle-income families. Wilsonville supported the bill, which would help the City build crucial projects, such as the Boeckman sewer interceptor, that in return make progress towards the state's housing production goals.

- House Bill (HB) 2411, which also received bipartisan support, created an Industrial Site Loan Fund that can be used by the public or private sectors to prepare land for industrial uses. Wilsonville supported this legislation. The fund would have \$10 million dollars to be used statewide, so competition would be high, but this was an opportunity to expand opportunities for industrial land and jobs in Wilsonville.

Clackamas County Coordinating Committee (C4) Retreat

- The annual C4 Retreat was scheduled for July 25 – 26, 2025. At this retreat Mayors and City Councilors join County Commissioners in brainstorming and planning how jurisdictions of Clackamas County can find alignment and speak with one voice on issues that affect all.
- The Mayor, Council President Berry and Councilor Shevlin were registered to attend the C4 Retreat.

Rotary Concerts

- The Mayor announced each Summer the Wilsonville Rotary holds a concert series at Town Center Park. The next concert was scheduled for July 24, 2025.

Movies in the Park

- Parks and Recreation were hosting over the summer three free movies in the park. With the first movie scheduled for Friday, July 25, 2025

National Night Out

- National Night Out across the country and in US territories and military bases worldwide was scheduled for August 5, 2025.
- During National Night Wilsonville's first responders, which included the Wilsonville Police Department and Tualatin Valley Fire & Rescue (TVF&R) planned to stop by different block parties across the City of Wilsonville that evening.
- National Night Out served as a way for community members to meet their neighbors and first responders and feel more connected to the community.

Party in the Park

- Party in the Park was scheduled for Thursday, August 21, 2025, at Town Center Park.

City Council Meeting

- The next City Council meeting was scheduled for Monday, August 4, 2025.

COMMUNICATIONS

5. Senator Neron Misslin's End of Session Presentation

Senator Courtney Neron Misslin introduced Representative Sue Rieke Smith. Next the Senator presented to the Council a summary of the activities that occurred throughout the legislative session. The PowerPoint shown has been added to the record.

During the presentation Senator Neron Misslin delivered a comprehensive summary of the most recent legislative session in Salem. The report highlighted the Senator's successful advocacy for \$1 million to support further analysis in support of the I-5 Boone Bridge Replacement Project.

Representative Rieke Smith briefly spoke about her priorities that aligned with Senator Neron Misslin. In addition, Representative Rieke Smith stated her commitment to working in partnership with cities and counties.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS

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

The following individuals provided public comment:

- George Dunn
- Rick Wallace
- Mary Rooney

COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS

6. Council President Berry

Council President Berry provided a detailed report on the following items:

- Wilsonville Natural Resources Monitoring Wilsonville's Wildlife Presentation on July 7, 2025
- New Library Book Bike
- Clackamas County Coordinating Committee (C4) Metro Subcommittee on July 16, 2025
- Clackamas County Coordinating Committee (C4) Retreat scheduled for July 25 – 26, 2025

7. Councilor Dunwell

Councilor Dunwell reported on the following items:

- In June 2025, Deputy Campos received two commendations recognizing her professionalism, compassion, and thoroughness.
 - The first came from a citizen who was deeply moved by the care and empathy Deputy Campos showed while delivering a difficult death notification. So impressed by her compassion, the individual contacted the Police Department to personally commend her to a supervising sergeant.

- The second commendation stemmed from her role as the primary deputy in the case of a missing 10-year-old autistic child. Deputy Campos demonstrated exceptional communication with all involved and coordinated a swift, efficient law enforcement response. The child was safely located within just 10 minutes.
- Diversity, Equity and Inclusion (DEI) Speaker Series: Immigrant Heritage Month on June 26, 2025
- Juneteenth Celebration on June 19, 2025

Councilor Dunwell noted the Council's in-depth discussion during the Work Session on the "Public Safety Project Update - Enforcement Solutions for RVs and Abandoned Vehicles" agenda item.

8. Councilor Cunningham

Councilor Cunningham provided a report on the following items:

- Various meetings with constituents
- Legislative update from City of Wilsonville Lobbyist Greg Leo
- Bingo at the Community Center

9. Councilor Shevlin

Councilor Shevlin provided a detailed report on the following items:

- Cleanup of the Sharis and Fry's property by City staff
- "Blues for Schools," the 1st Wilsonville Festival of Music on August 2-3, 2025
 - Funded by a \$10,000 grant from the City of Wilsonville Arts Culture and Heritage Commission (ACHC)
- Juneteenth Celebration on June 19, 2025
- Korean War Veteran's Remembrance Ceremony on June 28, 2025
- Rotary Club of Wilsonville, Through A Child's Eyes (TACE) event on August 9-10, 2025

CONSENT AGENDA

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

10. **Resolution No. 3176**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With Gt Landscape Solutions For Construction Of The Frog Pond West Neighborhood Park Project (Capital Improvement Project #9175).

11. **Resolution No 3188**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With Dowl, LLC To Provide Engineering Consulting Services For The Stafford Road Improvements Project (Capital Improvement Project No. 4219, 2111, And 1158).

12. Resolution No. 3204

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With Garland/DBS, Inc. To Provide Services For Water Treatment Plant Re-Roofing Project.

13. Resolution No. 3206

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute An Amendment To The Professional Services Agreement With Dowl, LLC For The Willamette Water Supply Pipeline Main 1.3 (PLM 1.3): Construction Inspection Of City Infrastructure Project (Capital Improvement Project No. 1127).

14. Resolution No. 3207

A Resolution Of The City Of Wilsonville Approving Master Professional Services Agreements For On-Call Civil Engineering Services And Related Services.

15. Minutes of the June 16, 2025 City Council Meeting.

Motion: Moved to approve the Consent Agenda.

Motion made by Councilor Berry Seconded by Councilor Cunningham.

Voting Yea:

Mayor O'Neil, Council President Berry, Councilor Dunwell, Councilor Shevlin, Councilor Cunningham

Vote: Motion carried 5-0.

NEW BUSINESS

There was none.

CONTINUING BUSINESS

There was none.

PUBLIC HEARING**16. Ordinance No. 899 -1st Reading (Legislative Land Use Hearing)**

An Ordinance Of The City Of Wilsonville Adopting The Climate Friendly And Equitable Communities (CFEC) Parking Compliance Development Code Amendments.

The City Attorney read the title of Ordinance No. 899 into the record on first reading.

The Mayor provided the public hearing format and opened the public hearing at 8:15 p.m.

Dan Pauly, Planning Manager, provided the staff report and PowerPoint, which has been made a part of the record.

The Planning Manager noted that in the City Council packet, page 8 of 26 of Exhibit A, Proposed Development Code Amendments – June 2025, had an error. The incomplete sentence would be corrected as follows with the highlighted text to be added:

When calculating vehicle parking maximums or bicycle parking requirements in Table 5 for a development with multiple uses, the requirement shall be the sum of the requirements of the several uses computed separately.

The Council asked clarifying questions.

The Mayor invited public testimony, seeing none the Mayor closed the public hearing on Ordinance No. 899 at 8:27 p.m.

Councilor Dunwell expressed frustration about being "pushed into a corner by the state" rather than the city being allowed to determine its own destiny, though she indicated she would vote for the ordinance.

Councilor Shevlin emphasized the importance of balancing improvements to bike lanes, pedestrian infrastructure, and public transit with ensuring adequate parking for vehicles.

Councilor Cunningham echoed the sentiments of Councilors Dunwell and Shevlin, stating he would vote yes because "it's the best option of three bad options." Councilor Cunningham expressed concern about the "one-size-fits-all solution from the state" and potential parking shortages in future Town Center development.

Mayor O'Neil and Council President Berry echoed the comments shared by the other Councilors.

The Mayor then requested a motion on Ordinance No. 899.

Motion: Moved to approve on first reading Ordinance No. 899 with the correction that was identified in the staff presentation, to page 8 of 26 of Exhibit A.

Motion made by Councilor Berry, Seconded by Councilor Cunningham.

Discussion ensued.

Voting Yea:

Mayor O'Neil, Councilor Berry, Councilor Dunwell, Councilor Cunningham, Councilor Shevlin

Vote: Motion carried 5-0.

CITY MANAGER’S BUSINESS

17. Update on Town Center Public Engagement Strategies

Bryan Cosgrove, City Manager, updated Council on the details of the engagement strategies planned with CFM Consulting Group to communicate with the public about the Town Center. The following proposed tasks were shared with Council:

- Task 1: In-depth One-on-One Interviews with City Councilors
 - Interviewing each Council member individually to determine their hopes and aspirations for Town Center and the proposed Urban Renewal District.
- Task 2: Focus Groups
 - Conduct two or three stakeholder focus groups; one composed of people concerned about Town Center and/or urban renewal, another with supporters, and possibly a third with community members who are not yet engaged on the issue.

Council discussion ensued.

In closing, Council authorized the City Manager to engage consultants in work to gather public sentiment from Council members and community members regarding the Town Center Plan.

LEGAL BUSINESS

18. Public Contracting Quarterly Report

There was no Legal Business.

ADJOURN

The Mayor adjourned the meeting at 8:36 p.m.

Respectfully submitted,

Kimberly Veliz, City Recorder

ATTEST:

Shawn O’Neil, Mayor



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: August 4, 2025		Subject: Resolution No. 3205 Authorizing Acquisition of Property and Property Interests Related to Construction of the Brown Road Improvements Project (Capital Improvement Project No. 4216) Staff Member: Marissa Rauthause, P.E. Civil Engineer Department: Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input checked="" 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 checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: N/A	
Staff Recommendation: Staff recommends Council adopt Resolution No. 3205.			
Recommended Language for Motion: I move to adopt Resolution No. 3205.			
Project / Issue Relates To:			
<input type="checkbox"/> Council Goals/Priorities:	<input checked="" type="checkbox"/> Adopted Master Plan(s): Transportation System Master Plan UU-03	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

A City of Wilsonville resolution authorizing acquisition of property and property interests associated with the Brown Road Improvements Project, Capital Improvement Project (CIP) #4216.

EXECUTIVE SUMMARY:

Brown Road is an existing collector roadway that connects the residential neighborhoods of the northwestern portion of Wilsonville to the City's main arterial roadway, Wilsonville Road. The existing Brown Road is characterized by a narrow right-of-way with limited space for expansion, consisting of transportation infrastructure ranging from rural, unimproved frontage to a mix of incremental sidewalk and on-street parking improvements constructed over many years as different properties developed.

The Brown Road Improvements (Project) represents the last transportation upgrade funded through the West Side Urban Renewal District, formed to help build out the transportation network needed to serve development of the Villebois neighborhood. This project includes urban upgrades along Brown Road between Wilsonville Road and Evergreen Drive, including bike lanes, sidewalks, and turn lanes that accommodate access to adjacent neighborhoods, enhanced pedestrian crosswalks, stormwater treatment, and overhead utility undergrounding. The location of the planned improvements are depicted in **Attachment 1 – Vicinity Map**.

On September 5, 2024, City Council approved Resolution No. 3155, authorizing a professional services agreement with Harper Houf Peterson Righellis (HHPR) to provide engineering design services for the Brown Road Improvements project. Since that time, design of the Project has advanced to 60% completion and impacts to private property have been identified.

In order to advance with the construction of the Project, additional right-of-way and easements must be acquired. Resolution No. 3205 provides the authority for the City Council to pursue acquisition activities in accordance with Oregon Revised Statutes (ORS) Chapter 35.

Table 1 (below) summarizes the proposed property acquisitions, including Right-of-Way Dedication (ROW), Temporary Construction Easement (TCE), and Sidewalk Easement (Sidewalk).

Table 1 – Brown Road Property Acquisitions

Parcel #	Owner	Tax Map and Lot	Acquisition Type	Approx. Area, sf
1	Viorel Apetroaei	31W22A-00200	Sidewalk	746
			TCE	1,184
2	Viorel Vasi Apetroaei	31W22A-00100	ROW	1,327
			TCE	742
15	Weidemann Park Apartments	351W14C-00801	TCE	3,444
16	Weidemann Park Apartments	31W14C-00891	TCE	200
18	Cheryl Acres	31W14CC-10600	TCE	470
19	Silver Creek Homeowners	31W14CC-14900	TCE	1,173
20	Silver Creek Homeowners	31W14CC-14600	TCE	105
21	Maria Angela Cruz and Arturo	31W14CC-14500	TCE	156

Parcel #	Owner	Tax Map and Lot	Acquisition Type	Approx. Area, sf
22	Kyle C. Campbell and Elyse J.	31W14CC-14400	TCE	181
23	Silver Creek Homeowners	31W14CC-15500	TCE	100
24	Arvind K. Garg	31W14CC-14300	TCE	401
25	Dana Owens	31W14CC-04400	TCE	354
27	David Wheaton and Dee Ann	31W14CC-00100	TCE	2,808
28	David Wheaton and Dee Ann	31W14CC-00200	TCE	3,121
29	Aditya Putrevu	31W14CC-00300	TCE	2,654
30	Bharati Ingle and Jayant Ingle, Trustees	31W14CC-00401	TCE	800
31	Bharati Ingle and Jayant Ingle, Trustees	31W14CC-00501	TCE	2,202
32	Bharati Ingle and Jayant Ingle, Trustees	31W14CC-00601	TCE	800
33	Richard A. Ling JR.	31W14CC-00700	TCE	1,176
34	Govv Treehouse LLC	31W14CC-00800	ROW	151
			TCE	638

Detailed legal descriptions of the property to be acquired along with illustrative maps are included as **Exhibit A** to Resolution No. 3205. The legal descriptions reflect the least amount of property necessary for construction of these portions of the project.

The legal descriptions included in **Exhibit A** include the best estimates of areas to be acquired based on the most current design plans. They are considered to be reasonably accurate at this time, although modifications may need to occur depending on final design details and site conditions, to be approved and verified by the City Engineer.

EXPECTED RESULTS:

Resolution No. 3205 provides the authority needed for the design team to move forward with acquisition activities in accordance with ORS Chapter 35 and will allow the Brown Road Improvements Project to remain on schedule and be completed by the end of 2026.

TIMELINE:

The project team will undertake the formal property acquisition process following Resolution No. 3205 adoption beginning with formal notice to impacted property owners. A qualified property assessor will value the portions of property to be acquired, and a right-of-way agent will work with property owners to negotiate compensation. Construction of the Brown Road Improvements Project is expected to begin in the second quarter of 2026 and be completed by the end of 2026.

CURRENT YEAR BUDGET IMPACTS:

Property acquisition costs are included in the Fiscal Year (FY) 2025-26 budget, summarized as follows.

CIP No.	Project Name	Funding Source	FY 25-26 Total Budget
4216	Brown Road Improvements	Westside Urban Renewal Agency (URA)	\$2,976,000

The acquisitions costs are within the budgeted amount. This project is included in the City's five-year capital improvement plan and will carry into the next fiscal year (FY 2026-27) to complete the project by the end of 2026.

COMMUNITY INVOLVEMENT PROCESS:

The Brown Road Improvements project was identified as a high priority project through the last major update to the Wilsonville Transportation System Plan, which included an extensive community involvement process. Additional public outreach occurred as part of the West Side Urban Renewal Plan, where the Project was identified as a high priority by the community to be funded through the urban renewal program.

As part of the Project, the consultant team has prepared a Public Engagement Plan that includes strategies and desired outcomes for broad based, early, and continuing engagement of key stakeholders and the public. Additionally, the consultant team has prepared a demographic analysis for the area potentially affected by the project to understand the location of underserved communities and provide specific focus to those areas to include in the engagement opportunities.

The Public Engagement Plan outlines the process for timely and accessible forums of public input, including in-person and online open houses, stakeholder meetings, public surveys, public events, etc. at a minimum of four key points in the project: pre-design, preliminary design, advance design, and pre-construction. Open houses have already been held at Wood Middle School for the pre-design and preliminary design phases of the project. The next open house planned for later this summer will provide an opportunity for community members to provide input on the final design components. Additional engagement is occurring through *Let's Talk, Wilsonville!*, Boones Ferry Messenger, project website, social media, and mailers. The Public Engagement Plan also outlines secondary outreach mechanisms if participation is lower than anticipated or certain demographics are not being reached.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

The Project includes roadway and multi-modal improvements and overhead utility undergrounding necessary to provide safe and accessible transportation choices, improving the City's local transportation network and utility infrastructure, benefiting the community.

ALTERNATIVES:

Council authorization to proceed with acquisition of property is necessary to construct the Project. Council could choose not to move forward with this project at this time. However, any delay in the Project schedule will result in increased costs to the Project.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Vicinity Map
2. Resolution No. 3205
 - A. Brown Road Improvements Property Acquisition Legal Descriptions



RESOLUTION NO. 3205**A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING ACQUISITION OF PROPERTY AND PROPERTY INTERESTS RELATED TO CONSTRUCTION OF THE BROWN ROAD IMPROVEMENTS PROJECT, CAPITAL IMPROVEMENTS PROJECT (CIP) #4216.**

WHEREAS, under and by virtue of the laws of the State of Oregon, the City of Wilsonville is duly authorized and lawfully empowered to construct certain planned public improvement projects, and to acquire real property as may be deemed necessary and proper for such planned public improvements; and

WHEREAS, the City has planned and budgeted for engineering design for Capital Improvement Project No. 4216, known as the Brown Road Improvements Project (the Project); and,

WHEREAS, the total project cost estimate for the Project, including design, land acquisition, construction and project management, is \$6,115,034; and

WHEREAS, the Project will receive funding through the Westside Urban Renewal Plan; and;

WHEREAS, construction is anticipated to begin on or after March 1, 2026; and

WHEREAS, in order to construct the Project, the City needs to acquire up to 23 properties for Council acquisition authority by resolution; and

WHEREAS, the properties consist of approximately 1,478 square feet (SF) of Right-of-Way Dedication, 22,709 SF of Temporary Construction Easement, and 746 SF of Sidewalk Easement; and

WHEREAS, the property interests to be acquired for the Project include, but may not be limited, to those legally described in **EXHIBIT A**, attached hereto and incorporated herein; and

WHEREAS, although the attached legal descriptions and estimated areas of taking are considered to be reasonably accurate at this time, modifications may need to occur depending on final design details and site conditions, to be approved and verified by the City Engineer; and

WHEREAS, the acquisition of the properties described in **EXHIBIT A** is necessary and will benefit the general public and will be used for public purposes; and

WHEREAS, the City acquires real property in accordance with guidelines set forth by law; and

WHEREAS, the City is authorized to acquire property by any legal means, including eminent domain, to achieve the objectives of the City's Capital Improvement Program and shall conform to all statutory requirements to ensure that property owners' rights are fully respected; and

WHEREAS, ORS Chapter 35 empowers cities and agencies to acquire by condemnation real property whenever in the judgment of the City there is a public necessity for the proposed use of the property, the property is necessary for such proposed use and the proposed use planned is located in a manner which will be most compatible with the greatest public good and the least private injury; and

WHEREAS, the acquisitions presented herein are estimated to reflect the least amount of property interest to be acquired to ensure safe, efficient and adequate public improvements; and

WHEREAS, title to the acquired property interest shall be acquired using Urban Renewal funds, but title to the acquired land will vest in the name of the City of Wilsonville to provide for necessary care, maintenance and public safety authority

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

Section 1. The Wilsonville City Council finds that:

- a) There is a public necessity for the construction of the aforementioned Project; and
- b) The legal descriptions for the land set forth in **EXHIBIT A** are necessary for the construction of said public improvements but may be modified as set forth in Section 3 below, as design is refined; and
- c) The proposed street and utility improvements are planned and located in a manner most compatible with the greatest public good and the least private injury.

Section 2. The City's project consultants, City staff, and the City Attorney are authorized and directed to:

- a) Negotiate with the owners of the real property herein described as to the compensation to be paid for the acquisition of the property.
- b) In the event agreement cannot be reached, to commence and prosecute to final determination such proceedings as may be necessary, including condemnation of the property, to acquire the real property and interest therein, and that upon the filing of such proceeding may seek immediate possession of any of the real properties described in **EXHIBIT A** in order to meet the right-of-way certification deadline necessary to begin construction in March 2026 or after and complete Project construction in a timely and efficient manner.

Section 3. In the event that there are required modifications to the legal descriptions as the Project moves forward, the City Engineer is authorized to modify the attached legal descriptions, as necessary, to conform to final engineering design for the Project.

Section 4. Effective Date. This Resolution is effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 4th day of August, 2025, and filed with the Wilsonville City Recorder this date.

Shawn O'Neil, Mayor

ATTEST:

Kimberly Veliz, MMC, City Recorder

SUMMARY OF VOTES:

Mayor O'Neil

Council President Berry

Councilor Dunwell

Councilor Cunningham

Councilor Shevlin

EXHIBIT:

A. Brown Road Improvements Property Acquisition Legal Descriptions

Item 14.



**Harper
Houf Peterson
Righellis Inc.**

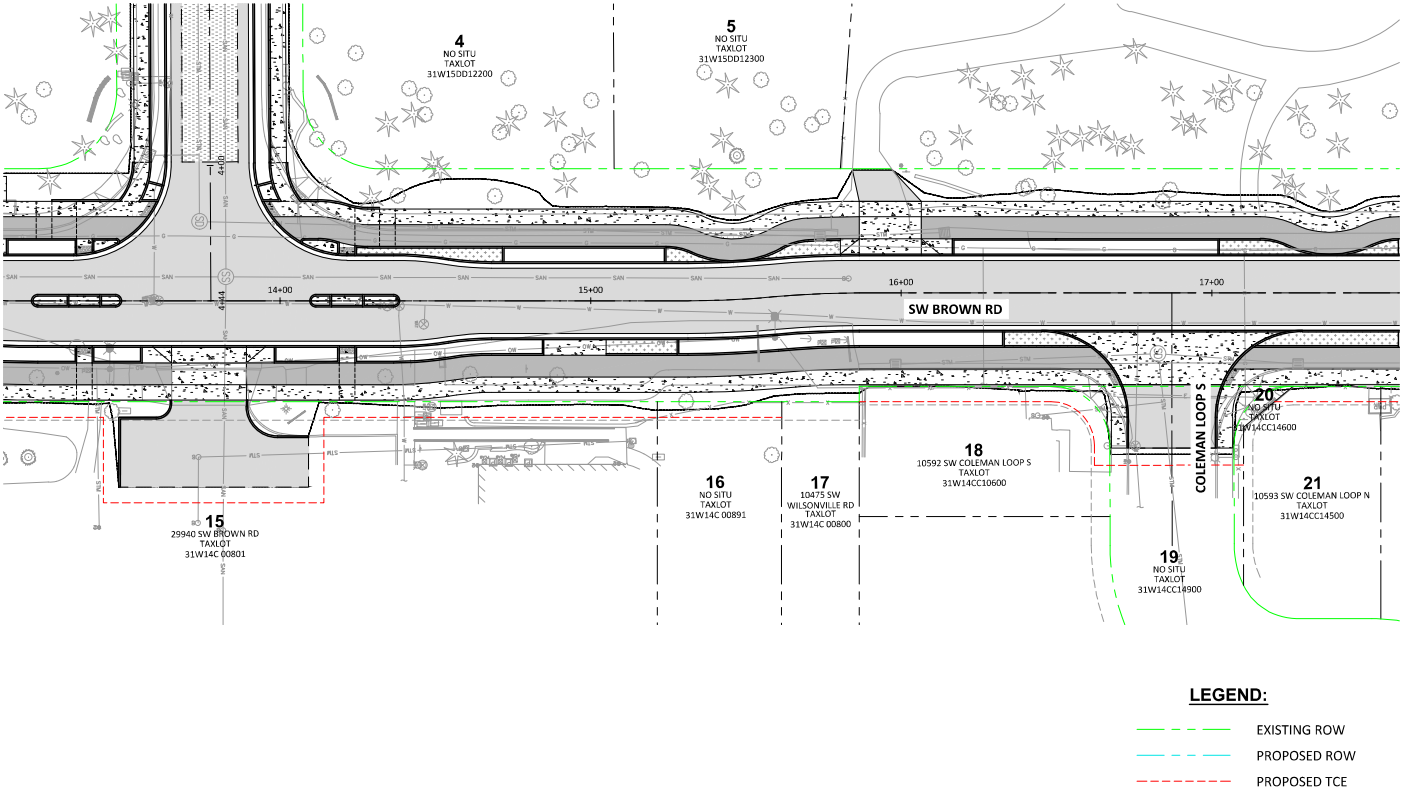
HPHPR

ENGINEERS*PLANNERS

LANDSCAPE ARCHITECTS*SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpri.com fax: 503.221.1170

SHEET NO.	1	JOB NO.	WSV-17	DATE	NO.	DESCRIPTION	HHPR	CHECKED	HHPR	DRAWN	HHPR	DESIGNED	HHPR
				R E V I S I O N S									
				DATE: 7/21/2025									



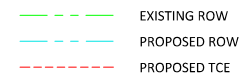
RIGHT-OF-WAY MAP
BROWN ROAD IMPROVEMENTS
WILSONVILLE, OREGON

Harper
HP Houf Peterson
Righellis Inc.
ENGINEERS/PLANNERS
LANDSCAPE ARCHITECTS
1000 N. GARDEN ST., SUITE 200, WILSONVILLE, OR 97150
PHONE: 503.231.1171 FAX: 503.231.1171

DESIGNED	HHPR
DRAWN	HHPR
CHECKED	HHPR
DATE	7/21/2025
R E V I S I O N S	

SHEET NO.
2
JOB NO. WSV-17

Item 14.



Harper
Houf Peterson
Righellis Inc.

HPHR

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205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhr.com fax: 503.221.1171

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SHEET NO.	3
JOB NO.	WSV-17

Item 14.



Harper Houf Peterson
Righellis Inc.

HPRI

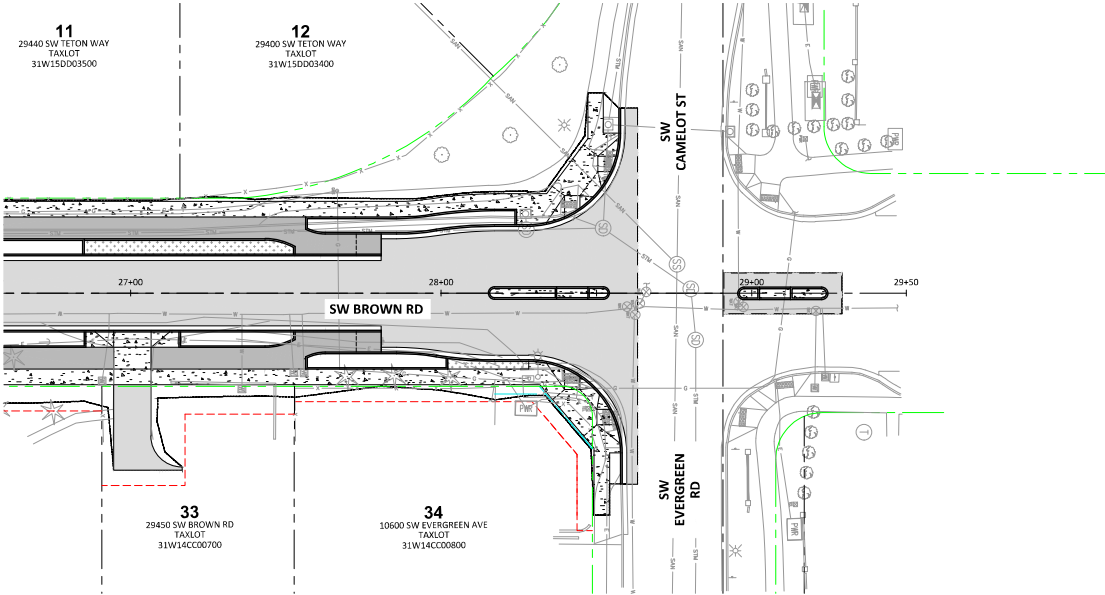
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205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hpri.com fax: 503.221.1170

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SHEET NO.	4
JOB NO.	WSV-17

P:\01-Pullman\WSV\City of Wilsonville\WSV-17 Brown Road Improvements\WSV-17-01\GSE-ExhibitA\SW-17 Brown Road Right-of-Way Strip Map - Record.dwg



LEGEND:

- EXISTING ROW
- PROPOSED ROW
- PROPOSED TCE

RIGHT-OF-WAY MAP
BROWN ROAD IMPROVEMENTS
WILSONVILLE, OREGON

**Harper**
Houff Peterson
Righellis Inc.

ENGINEERS/PLANNERS
LANDSCAPE ARCHITECTS
2000 N. GARDEN AVENUE, SUITE 200, WILSONVILLE, OREGON 97150
PHONE: 503.231.1171 FAX: 503.231.1171

DESIGNED	HHPR
DRAWN	HHPR
CHECKED	HHPR
DATE	7/21/2025
R E V I S I O N S	
NO.	DESCRIPTION

SHEET NO.
5

JOB NO.
WSV-17

Brown Road Improvement Project
July 14, 2025
OWNER: Viorel Apetroaei
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W22A-00200
Property No. 1

PARCEL 1 (Sidewalk Easement)

A parcel of land, as shown on attached Exhibit "B", lying in the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of that property described in that Statutory Warranty Deed to Viorel Apetroaei, recorded June 07, 2024 as Document No. 2024-019939, Clackamas County Deed Records, said parcel being all of said property lying easterly of the following courses and distances:

Beginning at a point 20.99 feet left of S.W. Brown Road Engineer's Centerline Station 50+20.00, and the beginning of a 144.00 foot radius curve to the right having a central angle of 39°34'32", the radius point of which bears N50°20'46"E;

Thence Northerly along the arc of said curve to the right (long chord bears N19°51'57"W, 97.50 feet) 99.46 feet to a point 54.00 feet left of S.W. Brown Road Engineer's Centerline Station 51+11.74;

Thence Northerly, in a straight line to a point 54.00 feet left of S.W. Brown Road Engineer's Centerline Station 51+50.00 and the **Terminus Point** of said courses and distances.

The beginning and ending courses and distances are to be shortened or lengthened to terminate at the boundary lines of said Document No. 2024-019939.

EXCEPTING therefrom that portion lying within the existing right-of-way of S.W. Brown Road and S.W. Wilsonville Road.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset 14.50' left per said Survey No. 2006-435. Said Point of Beginning being Engineer's Centerline Station 50+00 per this centerline description;

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

EXHIBIT A

EXHIBIT A CONTINUED – Page 2 of 2
July 14, 2025

Property No. 1

Item 14.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 746 square feet more or less.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/14/2025

Project: WSV-17



EXPIRES: 6/30/2027

EXHIBIT "B"
PROPERTY 1STA: 51+50.00
OFF: 54.00' LSTA: 51+11.74
OFF: 54.00' L

VARIES

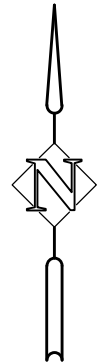
 $\Delta = 39^\circ 34' 32''$
 $R = 144.00'$
 $L = 99.46'$
 $LC = N19^\circ 51' 57'' W,$
 $97.50'$

PROPERTY 1
 VIOREL APETROAEI
 DOC. NO. 2024-019939
 TAXLOT 31W22A 00200
 10665 SW WILSONVILLE RD

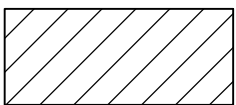
51+00

STA: 50+20.00
OFF: 20.99' L

SW BROWN ROAD CR. NO. 355

SCALE
1" = 20'

LEGEND



① SIDEWALK
 EASEMENT
 ± 746 SQ.FT.

SEE ATTACHED
 LEGAL DESCRIPTION



Harper
Houf Peterson
Righellis Inc.

ENGINEERS ♦ PLANNERS
 LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
 phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 14, 2025
OWNER: Viorel Apetroaei
Page 1 of 3

City Project No. 4216
Map & Tax Lot No. 31W22A-00200
Property No. 1

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit "B", lying in the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of that property described in that Statutory Warranty Deed to Viorel Apetroaei, recorded June 07, 2024 as Document No. 2024-019939, Clackamas County Deed Records, said parcel being all of said property lying easterly of the following courses and distances:

Beginning at a point 33.69 feet left of S.W. Brown Road Engineer's Centerline Station 50+20.00, and the beginning of a 154.00 foot radius curve to the right having a central angle of 27°48'18", the radius point of which bears N53°21'27"E;

Thence Northerly along the arc of said curve to the right (long chord bears N22°44'24"W, 74.00 feet) 74.73 feet to a point 62.20 feet left of S.W. Brown Road Engineer's Centerline Station 50+88.29;

Thence Westerly, in a straight line to a point 72.09 feet left of S.W. Brown Road Engineer's Centerline Station 50+86.77 and the beginning of a 164.00 foot radius curve to the right having a central angle of 8°45'33", the radius point of which bears N81°09'45"E;

Thence Northerly along the arc of said curve to the right (long chord bears N4°27'28"W, 25.05 feet) 25.07 feet to a point 74.00 feet left of S.W. Brown Road Engineer's Centerline Station 51+11.74;

Thence Easterly, in a straight line to a point 59.00 feet left of S.W. Brown Road Engineer's Centerline Station 51+11.74;

Thence Northerly, in a straight line to a point 59.00 feet left of S.W. Brown Road Engineer's Centerline Station 51+50.00 and the **Terminus Point** of said courses and distances.

The beginning and ending courses and distances are to be shortened or lengthened to terminate at the boundary lines of said Document No. 2024-019939.

EXCEPTING therefrom that portion lying within the existing right-of-way of S.W. Brown Road and S.W. Wilsonville Road.

ALSO EXCEPTING therefrom a parcel of land lying in the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of that property described by Statutory Warranty Deed to Viorel Apetroaei, recorded June 07, 2024 as Document No. 2024-019939, Clackamas County Deed Records, said parcel being all of said property lying easterly of the following courses and distances:

Beginning at a point 20.99 feet left of S.W. Brown Road Engineer's Centerline Station 50+20.00, and the beginning of a 144.00 foot radius curve to the right having a central angle of 39°34'32", the radius point of which bears N50°20'46"E;

Thence Northerly along the arc of said curve to the right (long chord bears N19°51'57"W, 97.50 feet) 99.46 feet to a point 54.00 feet left of S.W. Brown Road Engineer's Centerline Station 51+11.74;

Thence Northerly, in a straight line to a point 54.00 feet left of S.W. Brown Road Engineer's Centerline Station 51+50.00 and the **Terminus Point** of said courses and distances.

The beginning and ending courses and distances are to be shortened or lengthened to terminate at the boundary lines of said Document No. 2024-019939.

EXCEPTING therefrom that portion lying within the existing right-of-way of S.W. Brown Road.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset 14.50' left per said Survey No. 2006-435. Said Point of Beginning being Engineer's Centerline Station 50+00 per this centerline description;

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 1,184 square feet more or less.

See Exhibit B, by reference is a made a part herein.

EXHIBIT A

EXHIBIT A CONTINUED – Page 3 of 3
July 14, 2025

Property No. 1

Item 14.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/14/2025

Project: WSV-17

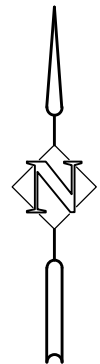


EXPIRES: 6/30/2027

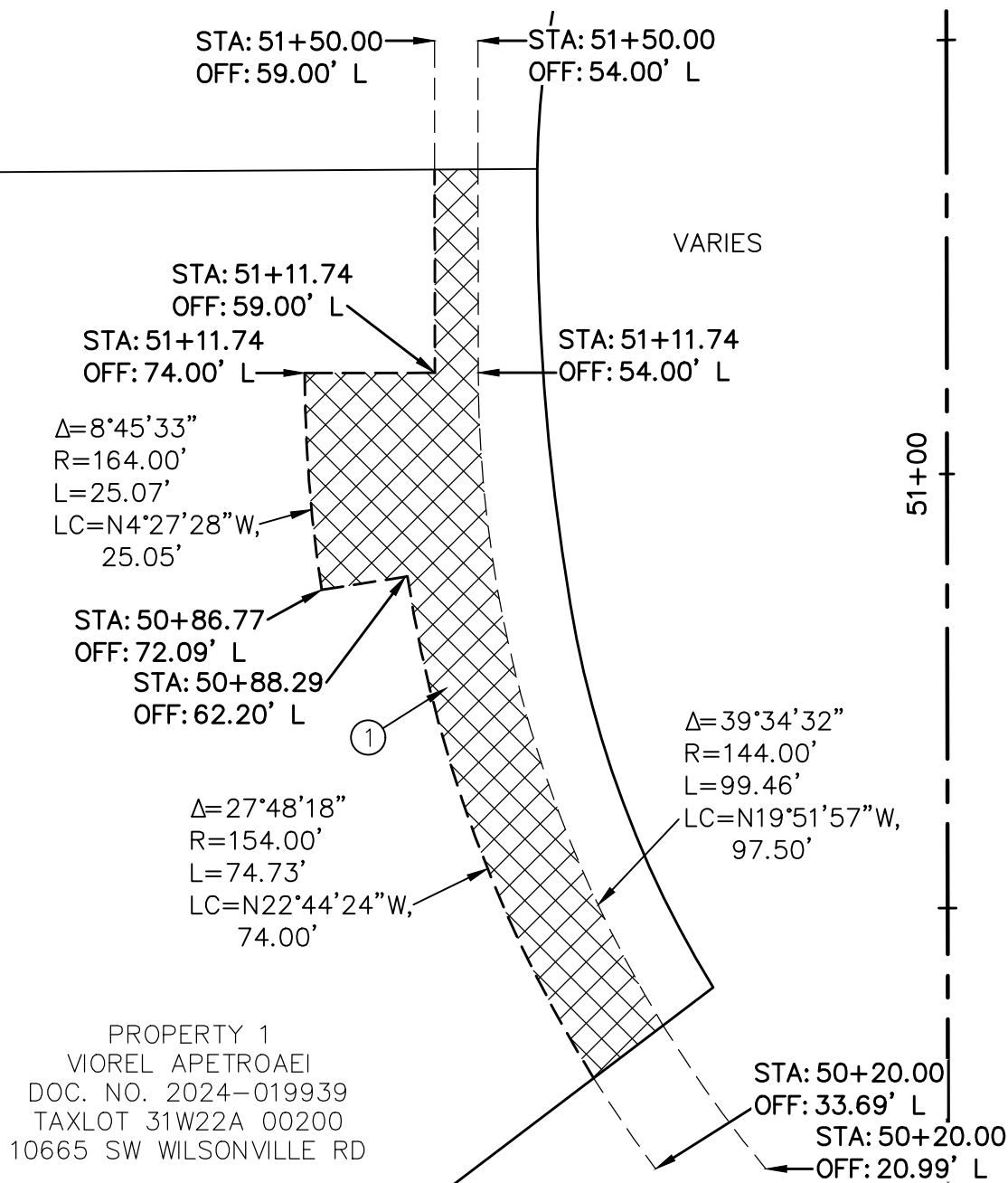
EXHIBIT "B"

PROPERTY 1

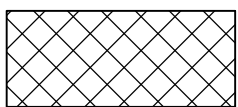
SW BROWN ROAD CR. NO. 355



SCALE
1" = 20'



LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 1,184 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



Harper
Houf Peterson
Righellis Inc.

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 14, 2025
OWNER: Viorel Vasi Apetroaei
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W22A-00100
Property No. 2

PARCEL 1 (Permanent Right of Way Easement)

A parcel of land, as shown on attached Exhibit "B", lying in the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of that property described in that Statutory Bargain and Sale Deed to Viorel Vasi Apetroaei, recorded August 9, 2005 as Document No. 2005-075555, Clackamas County Deed Records, said parcel being all of said property lying easterly of the following courses and distances:

Beginning at a point 54.00 feet left of S.W. Brown Road Engineer's Centerline Station 51+25.00;

Thence Northerly, in a straight line to a point 54.00 feet left of S.W. Brown Road Engineer's Centerline Station 51+35.87 and the beginning of a 163.00 foot radius curve to the right having a central angle of 16°35'01";

Thence Northerly along the arc of said curve to the right (long chord bears N8°12'49"E, 47.01 feet) 47.18 feet to a point 47.22 feet left of S.W. Brown Road Engineer's Centerline Station 51+82.39 and the beginning of a 137.00 foot radius curve to the left having a central angle of 14°00'29";

Thence Northerly along the arc of said curve to the left (long chord bears N9°30'06"E, 33.41 feet) 33.49 feet to a point 41.66 feet left of S.W. Brown Road Engineer's Centerline Station 52+15.33 and the beginning of a 337.00 foot radius curve to the right having a central angle of 6°47'05";

Thence Northerly along the arc of said curve to the right (long chord bears N5°53'24"E, 39.88 feet) 39.91 feet to a point 37.51 feet left of S.W. Brown Road Engineer's Centerline Station 52+55.00 to the **Terminus Point** of said courses and distances.

The beginning and ending courses and distances are to be shortened or lengthened to terminate at the boundary lines of said Document No. 2005-075555.

EXCEPTING therefrom that portion lying within the existing right-of-way of S.W. Brown Road.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

EXHIBIT A

EXHIBIT A CONTINUED – Page 2 of 2
July 14, 2025

Property No. 2

Item 14.

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset 14.50' left per said Survey No. 2006-435. Said Point of Beginning being Engineer's Centerline Station 50+00 per this centerline description;

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 1,327 square feet more or less.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/14/2025

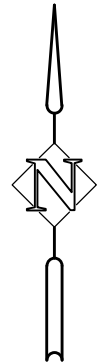
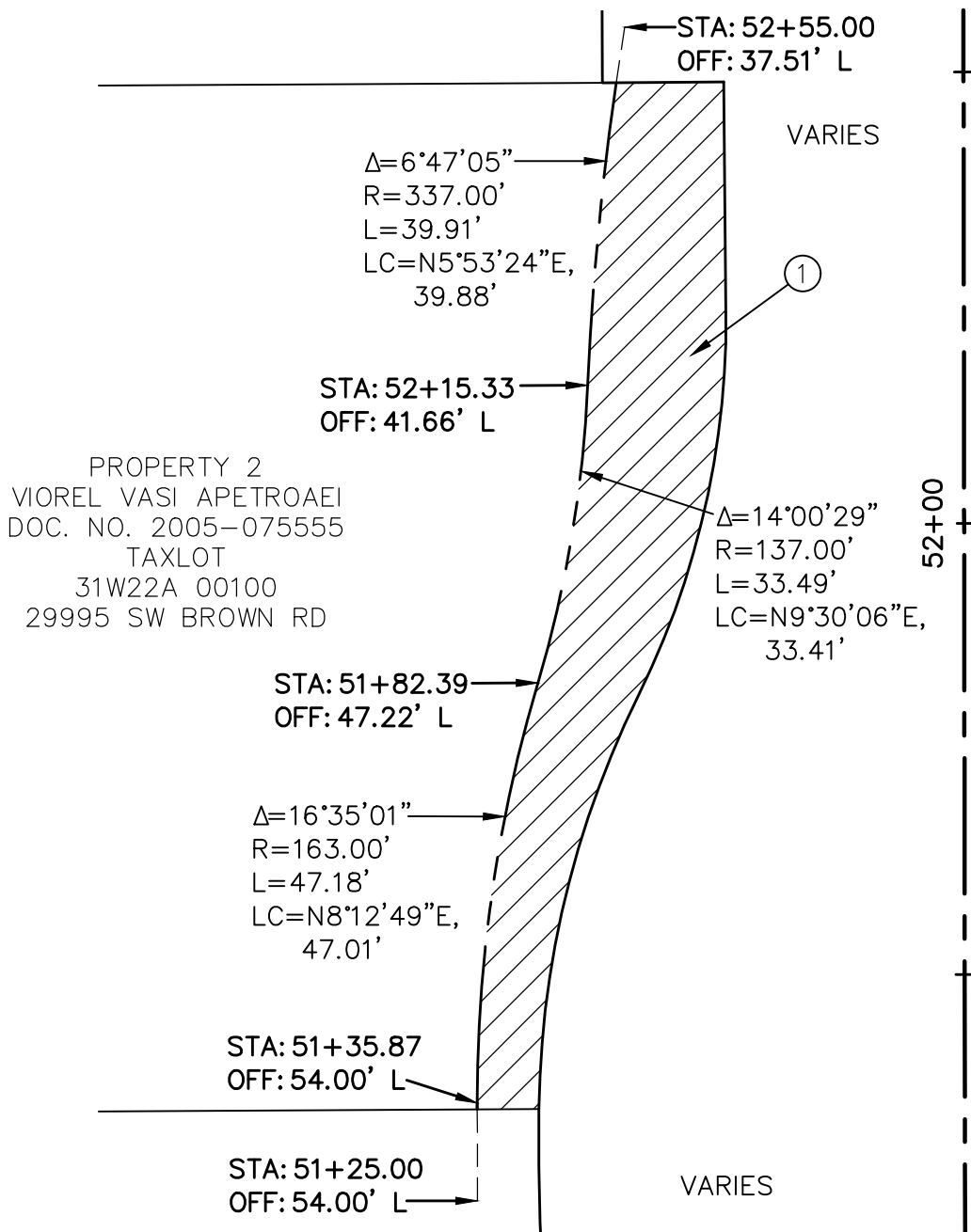
Project: WSV-17



EXPIRES: 6/30/2027

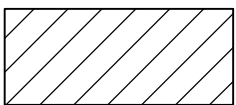
EXHIBIT "B"

PROPERTY 2



SCALE
1" = 20'

LEGEND



① PERMANENT RIGHT-
OF-WAY EASEMENT
FOR ROAD PURPOSES
± 1,327 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



Harper
Houf Peterson
Righellis Inc.

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 14, 2025
OWNER: Viorel Vasi Apetroaei
Page 1 of 3

City Project No. 4216
Map & Tax Lot No. 31W22A-00100
Property No. 2

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit "B", lying in the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of that property described in that Statutory Bargain and Sale Deed to Viorel Vasi Apetroaei, recorded August 9, 2005 as Document No. 2005-075555, Clackamas County Deed Records, said parcel being all of said property lying easterly of the following courses and distances:

Beginning at a point 59.00 feet left of S.W. Brown Road Engineer's Centerline Station 51+25.00;

Thence Northerly, in a straight line to a point 59.00 feet left of S.W. Brown Road Engineer's Centerline Station 51+35.87 and the beginning of a 168.00 foot radius curve to the right having a central angle of 16°35'01";

Thence Northerly along the arc of said curve to the right (long chord bears N8°12'49"E, 48.46 feet) 48.63 feet to a point 52.01 feet left of S.W. Brown Road Engineer's Centerline Station 51+83.82 and the beginning of a 132.00 foot radius curve to the left having a central angle of 14°00'29";

Thence Northerly along the arc of said curve to the left (long chord bears N9°30'06"E, 32.19 feet) 32.27 feet to a point 46.65 feet left of S.W. Brown Road Engineer's Centerline Station 52+15.56;

Thence Westerly, in a straight line to a point 51.65 feet left of S.W. Brown Road Engineer's Centerline Station 52+15.78 and the beginning of a 347.00 foot radius curve to the right having a central angle of 6°30'45";

Thence Northerly along the arc of said curve to the right (long chord bears N5°45'14"E, 39.42 feet) 39.44 feet to a point 47.64 feet left of S.W. Brown Road Engineer's Centerline Station 52+55.00 and the **Terminus Point** of said courses and distances.

The beginning and ending courses and distances are to be shortened or lengthened to terminate at the boundary lines of said Document No. 2005-075555.

EXCEPTING therefrom that portion lying within the existing right-of-way of S.W. Brown Road.

ALSO EXCEPTING therefrom a parcel of lying in the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of that property described in that Statutory Bargain and Sale Deed to Viorel Vasi Apetroaei, recorded August 9, 2005 as Document No. 2005-075555,

Clackamas County Deed Records, said parcel being all of said property lying easterly of the following courses and distances:

Beginning at a point 54.00 feet left of S.W. Brown Road Engineer's Centerline Station 51+25.00;

Thence Northerly, in a straight line to a point 54.00 feet left of S.W. Brown Road Engineer's Centerline Station 51+35.87 and the beginning of a 163.00 foot radius curve to the right having a central angle of 16°35'01";

Thence Northerly along the arc of said curve to the right (long chord bears N8°12'49"E, 47.01 feet) 47.18 feet to a point 47.22 feet left of S.W. Brown Road Engineer's Centerline Station 51+82.39 the beginning of a 137.00 foot radius curve to the left having a central angle of 14°00'29";

Thence Northerly along the arc of said curve to the left (long chord bears N9°30'06"E, 33.41 feet) 33.49 feet to a point 41.66 feet left of S.W. Brown Road Engineer's Centerline Station 52+15.33 and the beginning of a 337.00 foot radius curve to the right having a central angle of 6°47'05";

Thence Northerly along the arc of said curve to the right (long chord bears N5°53'24"E, 39.88 feet) 39.91 feet to a point 37.51 feet left of S.W. Brown Road Engineer's Centerline Station 52+55.00 to the **Terminus Point** of said courses and distances.

The beginning and ending courses and distances are to be shortened or lengthened to terminate at the boundary lines of said Document No. 2005-075555.

EXCEPTING therefrom that portion lying within the existing right-of-way of S.W. Brown Road.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset 14.50' left per said Survey No. 2006-435. Said Point of Beginning being Engineer's Centerline Station 50+00 per this centerline description;

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

EXHIBIT A

EXHIBIT A CONTINUED – Page 3 of 3
July 14, 2025

Property No. 2

Item 14.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 742 square feet more or less.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/14/2025

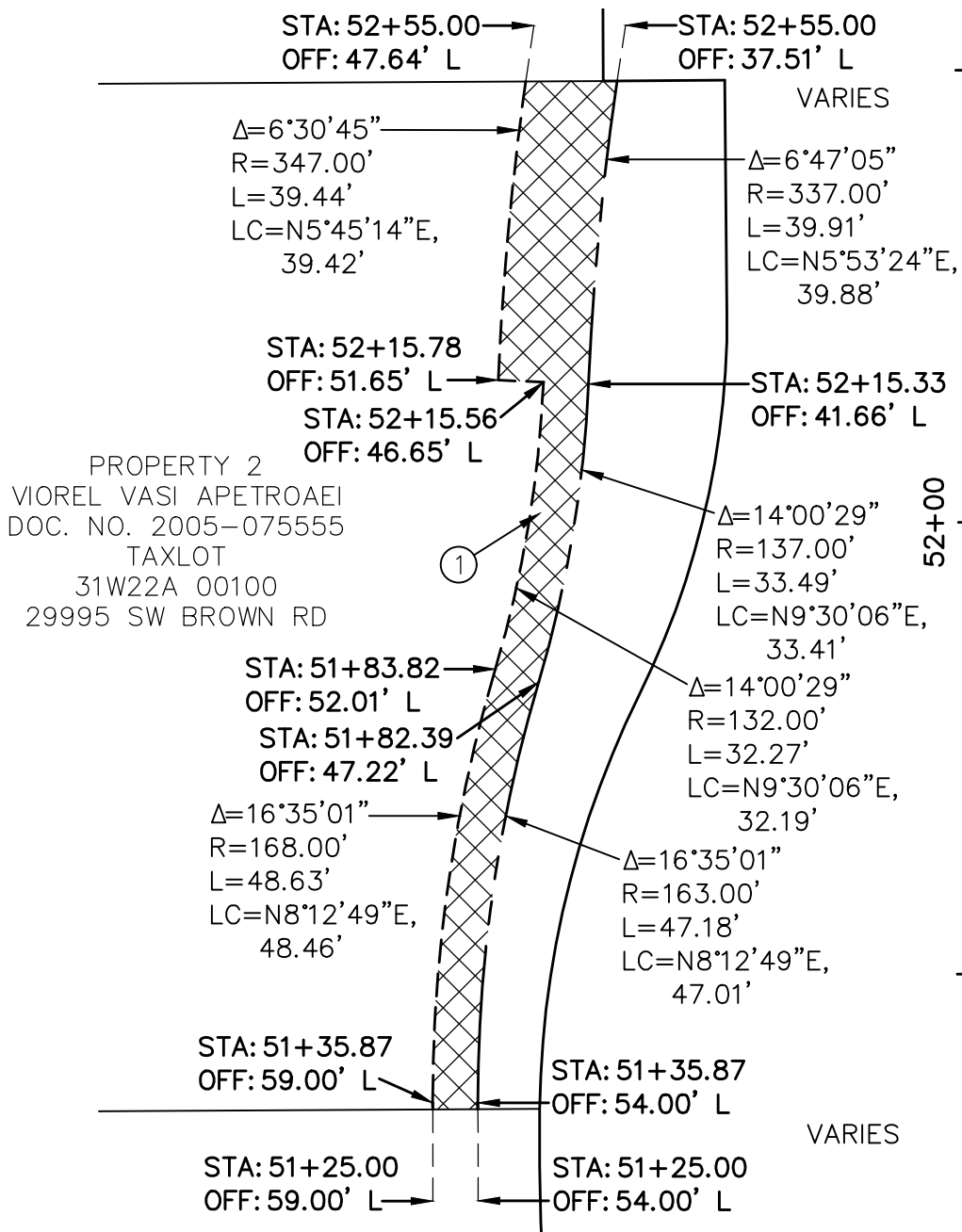
Project: WSV-17



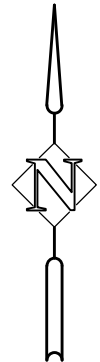
EXPIRES: 6/30/2027

EXHIBIT "B"

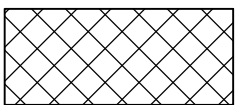
PROPERTY 2



SW BROWN ROAD CR. NO. 355

SCALE
1" = 20'

LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 742 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



Harper
Houf Peterson
Righellis Inc.

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 17, 2025
OWNER: Weidemann Park Apartments
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 3S1W14C-00801
Property No. 15

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit "B", lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being that portion of Parcel 2 of Partition Plat No. 2003-037, Clackamas County Plat Records lying South of the North line of that property described in that Warranty Deed-Statutory Form to Weidemann Park Apartments, a Limited Partnership, recorded December 30, 1998 as Document No. 98-124678, Clackamas County Deed Records, said parcel being all of said property lying westerly of the following courses and distances:

Beginning at a point 40.00 feet right of S.W. Brown Road Engineer's Centerline Station 52+25.00;

Thence Northerly, in a straight line to a point 40.00 feet right of S.W. Brown Road Engineer's Centerline Station 53+54.40;

Thence Easterly, in a straight line to a point 67.50 feet right of S.W. Brown Road Engineer's Centerline Station 53+54.40;

Thence Northerly, in a straight line to a point 67.50 feet right of S.W. Brown Road Engineer's Centerline Station 54+25.40;

Thence Westerly, in a straight line to a point 40.00 feet right of S.W. Brown Road Engineer's Centerline Station 54+25.40;

Thence Northerly, in a straight line to a point 40.00 feet right of S.W. Brown Road Engineer's Centerline Station 55+40.00 and the **Terminus Point** of said courses and distances.

The beginning and ending courses and distances are to be shortened or lengthened to terminate at the North Boundary Line of said Document No. 98-124678 and the South Line of said Parcel 2.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset

EXHIBIT A

EXHIBIT A CONTINUED – Page 2 of 2
July 17, 2025

Property No. 15

Item 14.

14.50' left per said Survey No. 2006-435. Said Point of Beginning being Engineer's Centerline Station 50+00 per this centerline description;

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 3,444 square feet more or less.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/17/2025

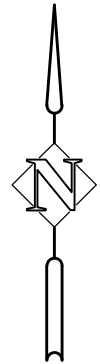
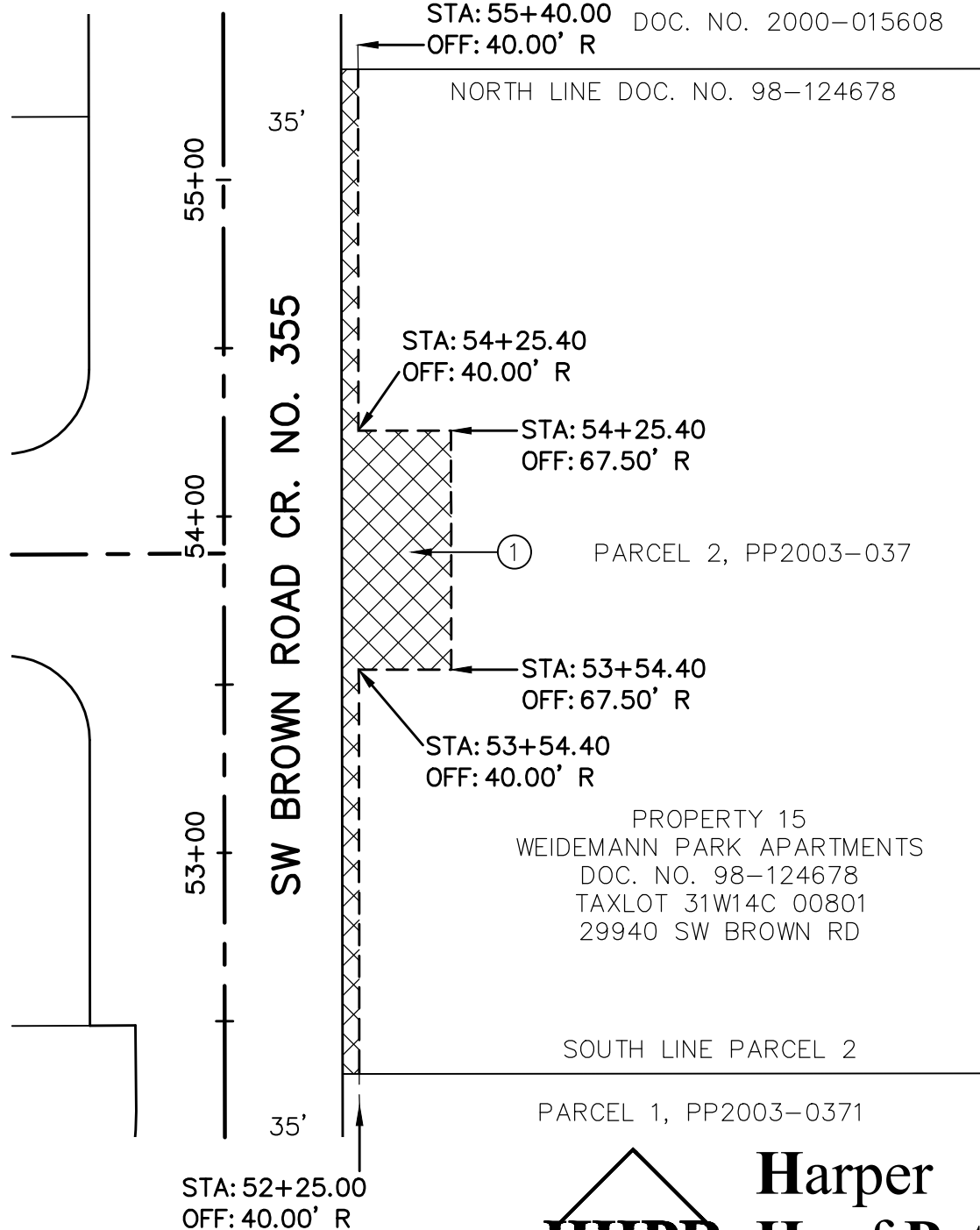
Project: WSV-17



EXPIRES: 6/30/2027

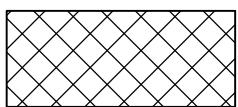
EXHIBIT "B"

PROPERTY 15



SCALE
1" = 50'

LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 3,444 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



Harper
Houf Peterson
Righellis Inc.

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 15, 2025
OWNER: Weidemann Park Apartments
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W14C-00891
Property No. 16

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit "B", lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Washington County, Oregon, and being a portion of that property described in that Statutory Warranty Deed to Weidemann Park Apartments, a Limited Partnership, an Oregon limited partnership, recorded March 10, 2000 as Document No. 2000-015608, Clackamas County Deed Records, said property also being a portion of Parcel 2 of Partition Plat 2003-037, Clackamas County Plat Records, said parcel being all of said property lying westerly of the following described line:

Beginning at a point 40.00 feet right of S.W. Brown Road Engineer's Centerline Station 55+20.00;

Thence Northerly, in a straight line to a point 40.00 feet right of S.W. Brown Road Engineer's Centerline Station 55+80.00 and the **Terminus Point** of said line.

Said line to be shortened or lengthened to terminate at the boundary lines of said Document No. 2000-015608.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset 14.50' left per said Survey No. 2006-435. Said Point of Beginning being Engineer's Centerline Station 50+00 per this centerline description;

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 200 square feet more or less.

EXHIBIT A

EXHIBIT A CONTINUED – Page 2 of 2
July 15, 2025

Property No. 16

Item 14.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/15/2025

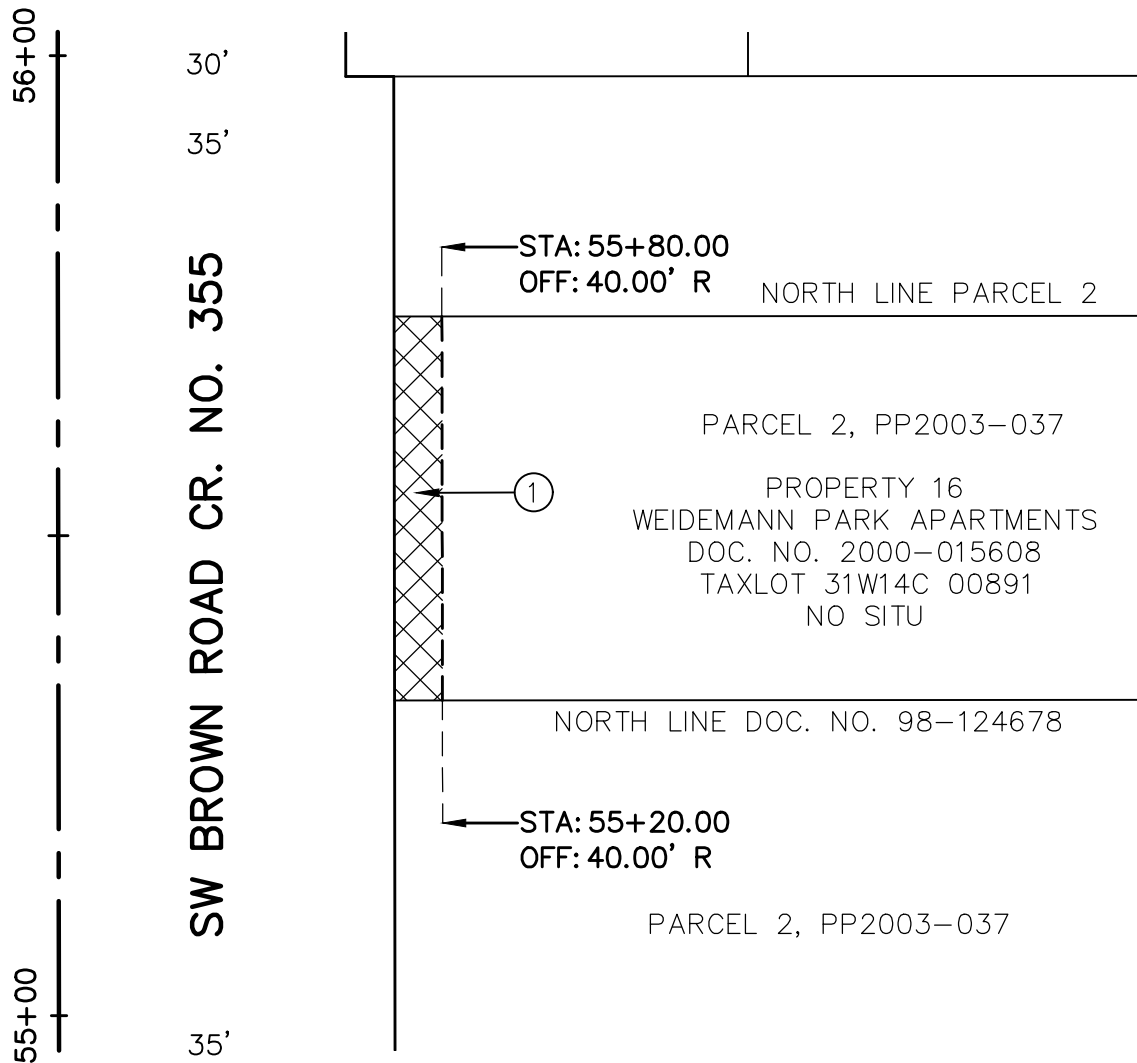
Project: WSV-17



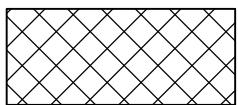
EXPIRES: 6/30/2027

EXHIBIT "B"

PROPERTY 16



LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 200 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



**Harper
Houf Peterson
Righellis Inc.**

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 14, 2025
OWNER: Cheryl Acres
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W14CC-10600
Property No. 18

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit “B”, lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of that property described in that Statutory Warranty Deed to Cheryl Acres, recorded February 29, 2016 as Document No. 2016-013918, Clackamas County Deed Records, said parcel being all of said property lying northerly and westerly of the following courses and distances:

Beginning at a point 35.00 feet right of S.W. Brown Road Engineer’s Centerline Station 55+90.00;

Thence Northerly, in a straight line to a point 35.00 feet right of S.W. Brown Road Engineer’s Centerline Station 56+59.45 and the beginning of a 14.00 foot radius curve to the right having a central angle of 89°56’21”;

Thence Northeasterly along the arc of said curve to the right (the long chord of which bears N44°53’29”E, 19.79 feet) 21.98 feet to a point 48.99 feet right of S.W. Brown Road Engineer’s Centerline Station 56+73.45;

Thence Easterly, in a straight line to a point 55.48 feet right of S.W. Brown Road Engineer’s Centerline Station 56+73.45;

Thence Northerly, in a straight line to a point 55.46 feet right of S.W. Brown Road Engineer’s Centerline Station 56+90.00 and the **Terminus Point** of said courses and distances.

The beginning and ending courses and distances are to be shortened or lengthened to terminate at the boundary lines of said Document No. 2016-013918.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset 14.50’ left per said Survey No. 2006-435. Said Point of Beginning being Engineer’s Centerline Station 50+00 per this centerline description;

EXHIBIT A

EXHIBIT A CONTINUED – Page 2 of 2
July 14, 2025

Property No. 18

Item 14.

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 470 square feet more or less.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/14/2025

Project: WSV-17



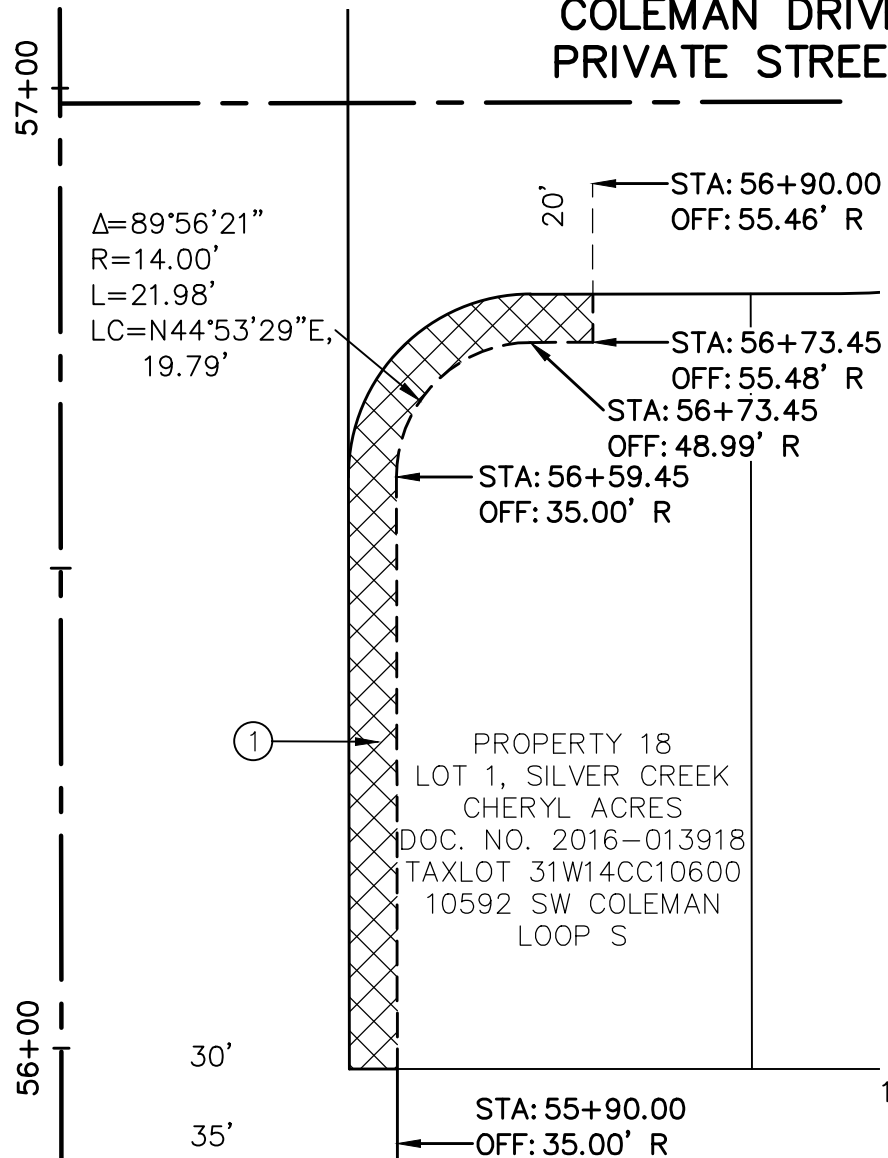
EXPIRES: 6/30/2027

EXHIBIT "B"

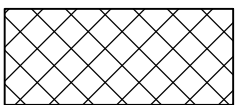
PROPERTY 18

SW BROWN ROAD CR. NO. 355

COLEMAN DRIVE
PRIVATE STREET



LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 470 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



**Harper
Houf Peterson
Righellis Inc.**

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 15, 2025
OWNER: Silver Creek Homeowners
Association, Inc.
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W14CC-14900
Property No. 19

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit "B", lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Washington County, Oregon, and being a portion of Tract "D" of that property described in that Bargain and Sale Deed to Silver Creek Homeowners' Association, Inc., recorded November 28, 2000 as Document No. 2000-076547, Clackamas County Deed Records, said parcel being all of said property lying westerly of the following described line:

Beginning at a point 55.51 feet right of S.W. Brown Road Engineer's Centerline Station 56+50.00;

Thence Northerly, in a straight line to a point 55.41 feet right of S.W. Brown Road Engineer's Centerline Station 57+40.00 and the **Terminus Point** of said line.

Said line to be shortened or lengthened to terminate at the boundary lines of said Document No. 2000-076547.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset 14.50' left per said Survey No. 2006-435. Said Point of Beginning being Engineer's Centerline Station 50+00 per this centerline description;

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

EXHIBIT A

EXHIBIT A CONTINUED – Page 2 of 2
July 15, 2025

Property No. 19

Item 14.

The parcel of land to which this description applies contains 1,173 square feet more or less.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/15/2025

Project: WSV-17

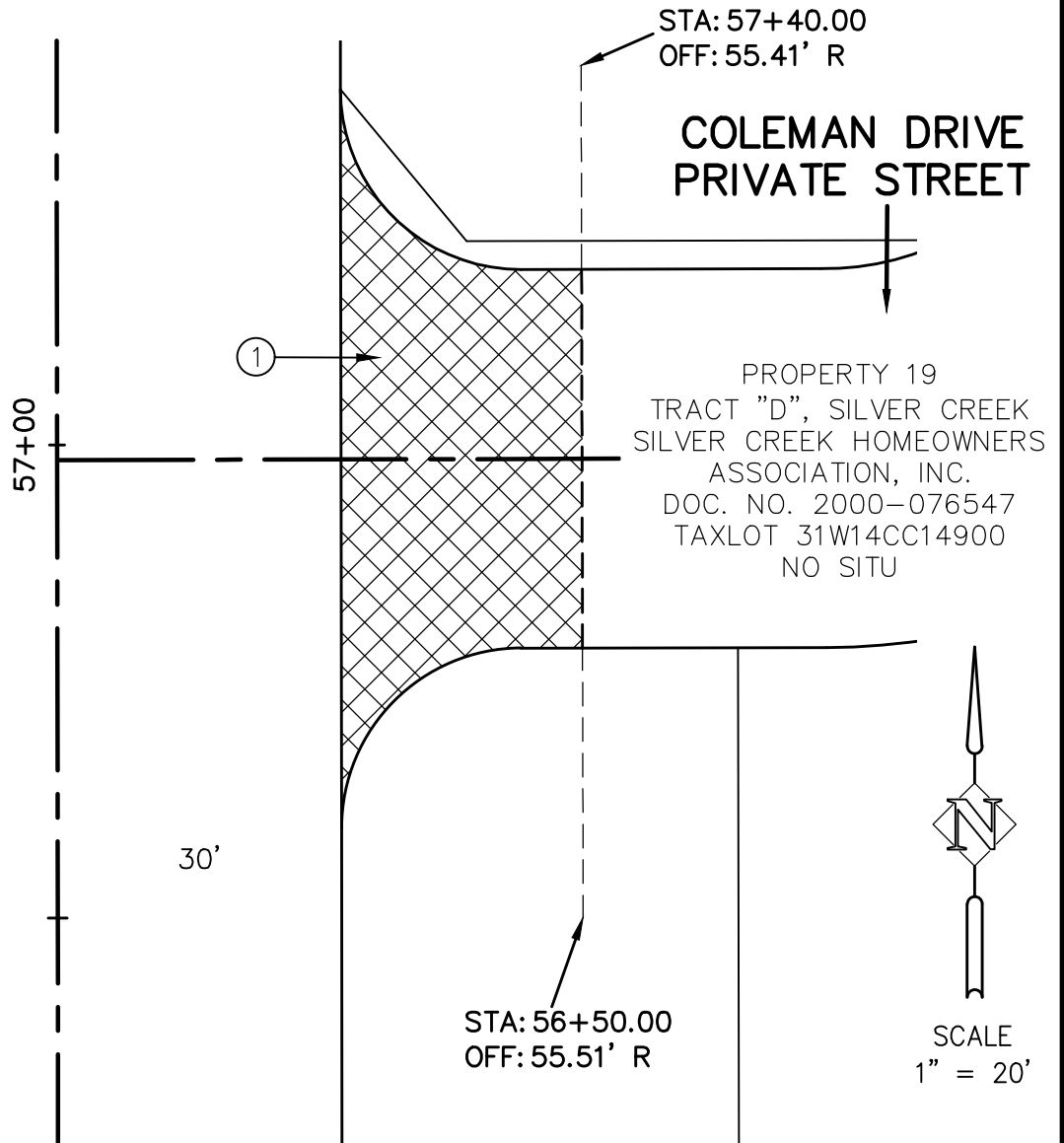


EXPIRES: 6/30/2027

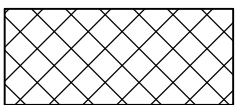
EXHIBIT "B"

PROPERTY 19

SW BROWN ROAD CR. NO. 355



LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 1,173 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



**Harper
Houf Peterson
Righellis Inc.**

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 15, 2025
OWNER: Silver Creek Homeowners
Association, Inc.
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W14CC-14600
Property No. 20

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit "B", lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of Tract "A" of that property described in that Bargain and Sale Deed to Silver Creek Homeowners' Association, Inc., recorded November 28, 2000 as Document No. 2000-076547, Clackamas County Deed Records, said parcel being all of said property lying westerly of the following described line:

Beginning at a point 55.44 feet right of S.W. Brown Road Engineer's Centerline Station 57+10.00;

Thence Northerly, in a straight line to a point 55.41 feet right of S.W. Brown Road Engineer's Centerline Station 57+40.00 and the **Terminus Point** of said line.

Said line to be shortened or lengthened to terminate at the boundary lines of said Document No. 2000-076547.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset 14.50' left per said Survey No. 2006-435. Said Point of Beginning being Engineer's Centerline Station 50+00 per this centerline description;

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

EXHIBIT A

EXHIBIT A CONTINUED – Page 2 of 2
July 15, 2025

Property No. 20

Item 14.

The parcel of land to which this description applies contains 105 square feet more or less.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/15/2025

Project: WSV-17



EXPIRES: 6/30/2027

EXHIBIT "B"

PROPERTY 20

SW BROWN ROAD CR. NO. 355

57+00

30'

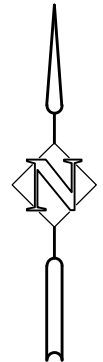
①

STA: 57+40.00
OFF: 55.41' R

COLEMAN DRIVE
PRIVATE STREET

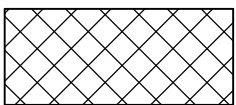
STA: 57+10.00
OFF: 55.44' R

PROPERTY 20
TRACT "A", SILVER CREEK
SILVER CREEK HOMEOWNERS
ASSOCIATION, INC.
DOC. NO. 2000-076547
TAXLOT
31W14CC14600
NO SITU



SCALE
1" = 20'

LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 105 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



**Harper
Houf Peterson
Righellis Inc.**

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 14, 2025
OWNER: Maria Angela Cruz and Arturo
Oropeza-Luevano
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W14CC-14500
Property No. 21

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit “B”, lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of property described in that Warranty Deed to Maria Angela Cruz and Arturo Oropeza-Luevano, recorded July 29, 2024 as Document No. 2024-027755, Clackamas County Deed Records, said parcel being all of said property lying westerly of the following described line:

Beginning at a point 35.00 feet right of S.W. Brown Road Engineer’s Centerline Station 57+20.00;

Thence Northerly, in a straight line to a point 35.00 feet right of S.W. Brown Road Engineer’s Centerline Station 57+70.00 and the **Terminus Point** of said line.

Said line to be shortened or lengthened to terminate at the boundary lines of said Document No. 2024-027755.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset 14.50’ left per said Survey No. 2006-435. Said Point of Beginning being Engineer’s Centerline Station 50+00 per this centerline description;

Thence N00°04’41”W, 1901.98 feet to Engineer’s Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

EXHIBIT A

EXHIBIT A CONTINUED – Page 2 of 2
July 14, 2025

Property No. 21

Item 14.

The parcel of land to which this description applies contains 156 square feet more or less.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/14/2025

Project: WSV-17



EXPIRES: 6/30/2027

EXHIBIT "B"

PROPERTY 21

SW BROWN ROAD CR. NO. 355

57+00

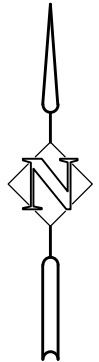
30'

STA: 57+70.00
OFF: 35.00' R

PROPERTY 21
LOT 9, SILVER CREEK
MARIA ANGELA CRUZ AND
ARTURO OROPEZA-LUEVANO
DOC. NO. 2024-027755
TAXLOT 31W14CC14500
10593 SW COLEMAN LOOP N

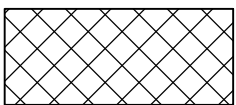
COLEMAN DRIVE
PRIVATE STREET

STA: 57+20.00
OFF: 35.00' R



SCALE
1" = 20'

LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 156 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



Harper
Houf Peterson
Righellis Inc.

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 14, 2025
OWNER: Kyle C. Campbell and Elyse J.
Moore
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W14CC-14400
Property No. 22

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit "B", lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of property described in that Statutory Warranty Deed to Kyle C. Campbell and Elyse J. Moore, recorded July 13, 2020 as Document No. 2020-053842, Clackamas County Deed Records, said parcel being all of said property lying westerly of the following described line:

Beginning at a point 35.00 feet right of S.W. Brown Road Engineer's Centerline Station 57+55.00;

Thence Northerly, in a straight line to a point 35.00 feet right of S.W. Brown Road Engineer's Centerline Station 58+10.00 and the **Terminus Point** of said line.

Said line to be shortened or lengthened to terminate at the boundary lines of said Document No. 2020-053842.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset 14.50' left per said Survey No. 2006-435. Said Point of Beginning being Engineer's Centerline Station 50+00 per this centerline description;

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 181 square feet more or less.

EXHIBIT A

EXHIBIT A CONTINUED – Page 2 of 2
July 14, 2025

Property No. 22

Item 14.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/14/2025

Project: WSV-17



EXPIRES: 6/30/2027

EXHIBIT "B"

PROPERTY 22

SW BROWN ROAD CR. NO. 355

58+00

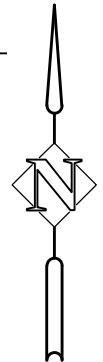
30'

①

STA: 58+10.00
OFF: 35.00' R

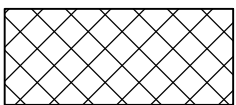
PROPERTY 22
LOT 10, SILVER CREEK
KYLE C. CAMPBELL AND
ELYSE J. MOORE
DOC. NO. 2020-053842
TAXLOT 31W14CC14400
10589 SW COLEMAN
LOOP N

STA: 57+55.00
OFF: 35.00' R



SCALE
1" = 20'

LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 181 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



**Harper
Houf Peterson
Righellis Inc.**

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 15, 2025
OWNER: Silver Creek Homeowners
Association, Inc.
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W14CC-15500
Property No. 23

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit "B", lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of Tract "I" of that property described in that Bargain and Sale Deed to Silver Creek Homeowners' Association, Inc., recorded November 28, 2000 as Document No. 2000-076547, Clackamas County Deed Records, said parcel being all of said property lying westerly of the following described line:

Beginning at a point 35.00 feet right of S.W. Brown Road Engineer's Centerline Station 57+95.00;

Thence Northerly, in a straight line to a point 35.00 feet right of S.W. Brown Road Engineer's Centerline Station 58+25.00 and the **Terminus Point** of said line.

Said line to be shortened or lengthened to terminate at the boundary lines of said Document No. 2000-076547.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset 14.50' left per said Survey No. 2006-435. Said Point of Beginning being Engineer's Centerline Station 50+00 per this centerline description;

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 100 square feet more or less.

EXHIBIT A

EXHIBIT A CONTINUED – Page 2 of 2
July 15, 2025

Property No. 23

Item 14.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/15/2025

Project: WSV-17



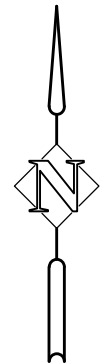
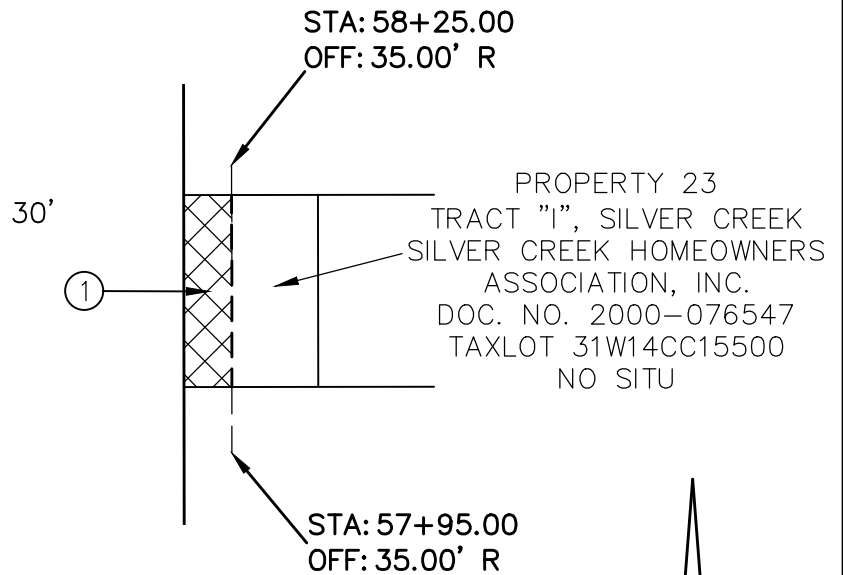
EXPIRES: 6/30/2027

EXHIBIT "B"

PROPERTY 23

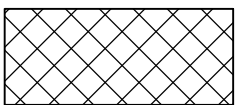
SW BROWN ROAD CR. NO. 355

58+00



SCALE
1" = 20'

LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 100 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



**Harper
Houf Peterson
Righellis Inc.**

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 14, 2025
OWNER Arvind K. Garg
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W14CC-14300
Property No. 24

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit “B”, lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of that property described in that Statutory Warranty Deed to Arvind K. Garg, recorded April 8, 2004 as Document No. 2004-030046, Clackamas County Deed Records, said parcel being all of said property lying westerly of the following described line:

Beginning at a point 35.00 feet right of S.W. Brown Road Engineer’s Centerline Station 58+15.00;

Thence Northerly, in a straight line to a point 35.00 feet right of S.W. Brown Road Engineer’s Centerline Station 59+10.00 and the **Terminus Point** of said line.

Said line to be shortened or lengthened to terminate at the boundary lines of said Document No. 2004-030046.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset 14.50’ left per said Survey No. 2006-435. Said Point of Beginning being Engineer’s Centerline Station 50+00 per this centerline description;

Thence N00°04’41”W, 1901.98 feet to Engineer’s Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 401 square feet more or less.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/14/2025

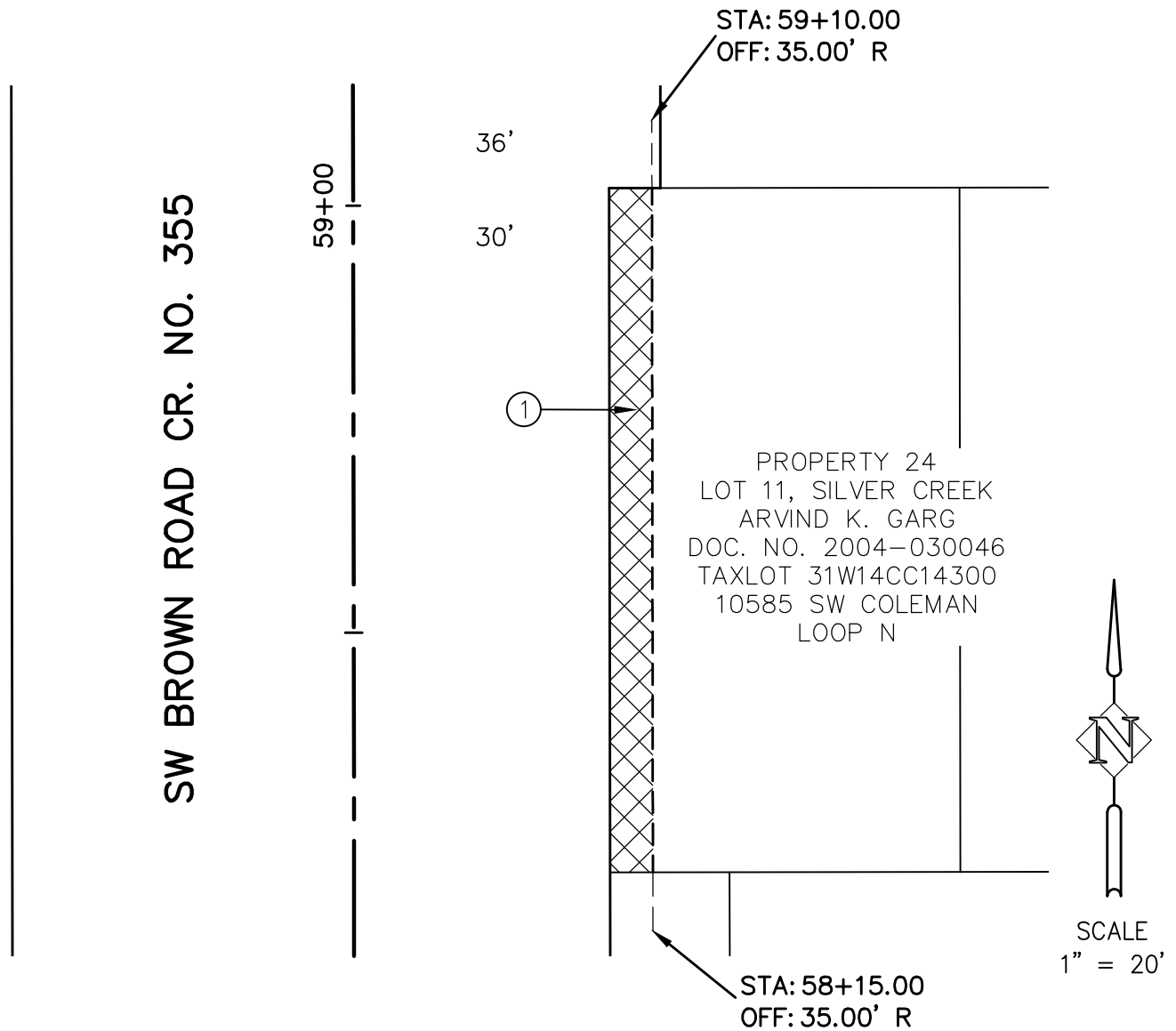
Project: WSV-17



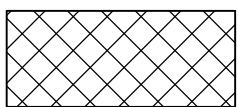
EXPIRES: 6/30/2027

EXHIBIT "B"

PROPERTY 24



LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 401 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



**Harper
Houf Peterson
Righellis Inc.**

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 14, 2025
OWNER: Dana Owens
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W14CC-04400
Property No. 25

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit “B”, lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of that property described in that Statutory Warranty Deed to Dana Owens, recorded July 31, 2017 as Document No. 2017-052224, Clackamas County Deed Records, said parcel being all of said property lying northerly and westerly of the following courses and distances:

Beginning at a point 31.00 feet right of S.W. Brown Road Engineer’s Centerline Station 59+48.68;

Thence Easterly, in a straight line to a point 48.50 feet right of S.W. Brown Road Engineer’s Centerline Station 59+48.68;

Thence Northerly, in a straight line to a point 48.50 feet right of S.W. Brown Road Engineer’s Centerline Station 59+85.00 and the **Terminus Point** of said courses and distances.

The beginning and ending courses and distances are to be shortened or lengthened to terminate at the boundary lines of said Document No. 2017-052224.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset 14.50’ left per said Survey No. 2006-435. Said Point of Beginning being Engineer’s Centerline Station 50+00 per this centerline description;

Thence N00°04’41”W, 1901.98 feet to Engineer’s Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

EXHIBIT A

EXHIBIT A CONTINUED – Page 2 of 2
July 14, 2025

Property No. 25

Item 14.

The parcel of land to which this description applies contains 354 square feet more or less.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/14/2025

Project: WSV-17



EXPIRES: 6/30/2027

EXHIBIT "B"

PROPERTY 25

SW BROWN ROAD CR. NO. 355

59+00

STA: 59+48.68
OFF: 31.00' R

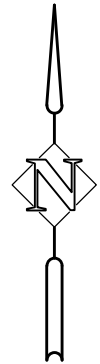
STA: 59+85.00
OFF: 48.50' R

STA: 59+48.68
OFF: 48.50' R

PROPERTY 25
PARCEL 1, PP 2004-062
DANA OWENS
DOC. NO. 2017-052224
TAXLOT 31W14CC04400
29730 SW BROWN RD

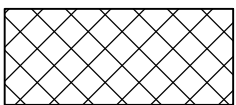
36'

30'



SCALE
1" = 20'

LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 354 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



**Harper
Houf Peterson
Righellis Inc.**

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 14, 2025
OWNER: David Wheaton and Dee Ann
Wheaton
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W14CC-00100
Property No. 27

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit "B", lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of that property described in that Warranty Deed-Statutory Form to David Wheaton and Dee Ann Wheaton, November 6, 2003 as Document No. 2003-148651, Clackamas County Deed Records, said parcel being all of said property lying westerly of the following courses and distances:

Beginning at a point 56.93 feet right of S.W. Brown Road Engineer's Centerline Station 60+85.00;

Thence Northerly, in a straight line to a point 56.99 feet right of S.W. Brown Road Engineer's Centerline Station 61+29.79;

Thence Westerly, in a straight line to a point 53.04 feet right of S.W. Brown Road Engineer's Centerline Station 61+29.80;

Thence Northerly, in a straight line to a point 52.85 feet right of S.W. Brown Road Engineer's Centerline Station 61+62.63

Thence Easterly, in a straight line to a point 56.90 feet right of S.W. Brown Road Engineer's Centerline Station 61+62.63;

Thence Northerly, in a straight line to a point 56.86 feet right of S.W. Brown Road Engineer's Centerline Station 62+05.00 and the **Terminus Point** of said courses and distances.

The beginning and ending courses and distances are to be shortened or lengthened to terminate at the boundary lines of said Document No. 2003-148651.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset

EXHIBIT A

EXHIBIT A CONTINUED – Page 2 of 2
July 14, 2025

Property No. 27

Item 14.

14.50' left per said Survey No. 2006-435. Said Point of Beginning being Engineer's Centerline Station 50+00 per this centerline description;

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 2,808 square feet more or less.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 5/27/2025

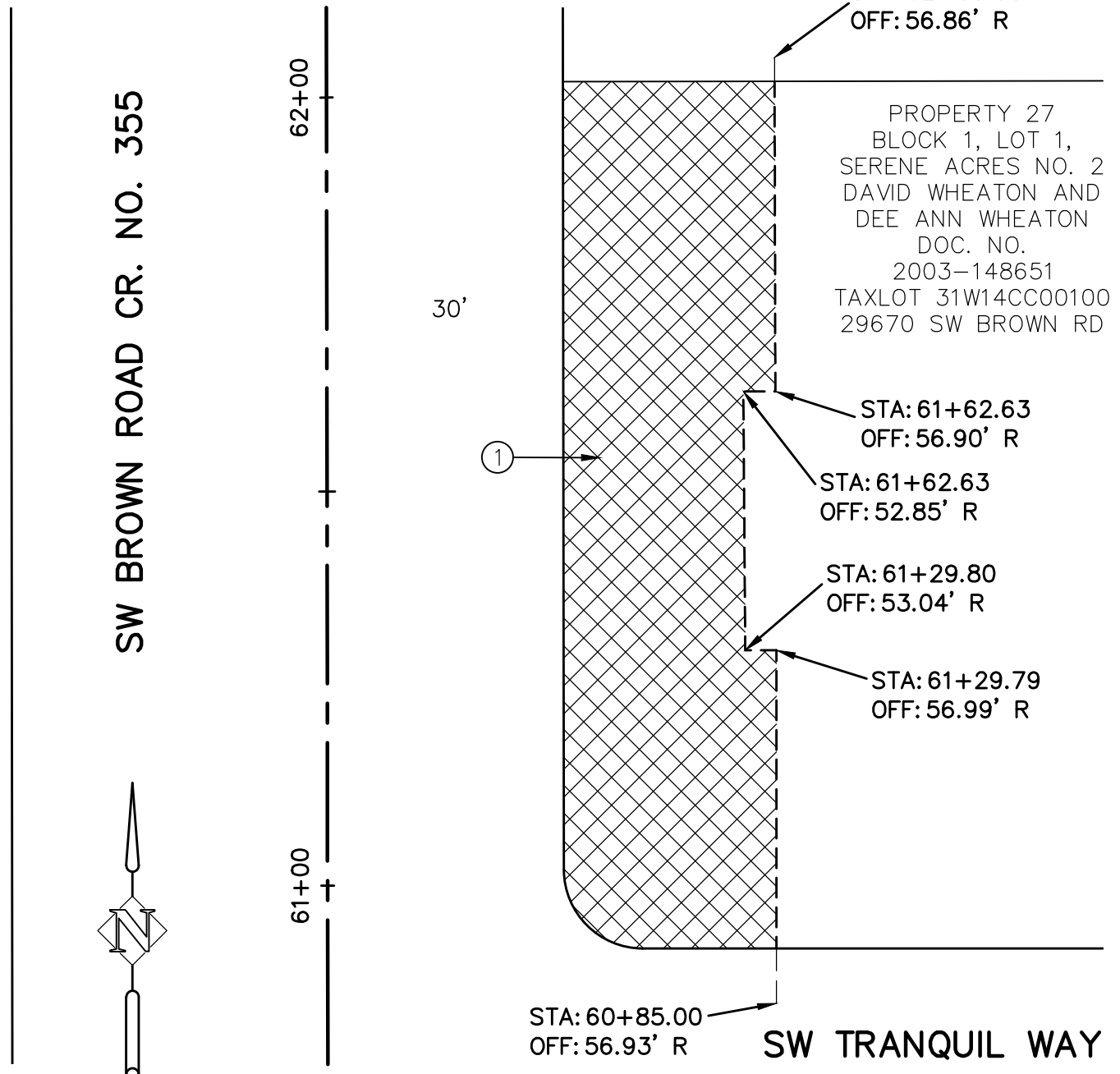
Project: WSV-17



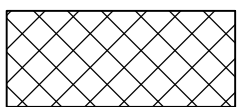
EXPIRES: 6/30/2027

EXHIBIT "B"

PROPERTY 27



LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 2,808 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



**Harper
Houf Peterson
Righellis Inc.**

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 14, 2025
OWNER: David Wheaton and Dee Ann
Wheaton
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W14CC-00200
Property No. 28

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit "B", lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of that property described in that Warranty Deed-Statutory Form to David Wheaton and Dee Ann Wheaton, November 6, 2003 as Document No. 2003-148648, Clackamas County Deed Records, said parcel being all of said property lying westerly of the following courses and distances:

Beginning at a point 56.87 feet right of S.W. Brown Road Engineer's Centerline Station 61+95.00;

Thence Northerly, in a straight line to a point 56.86 feet right of S.W. Brown Road Engineer's Centerline Station 62+06.49;

Thence Westerly, in a straight line to a point 40.00 feet right of S.W. Brown Road Engineer's Centerline Station 62+06.49;

Thence Northerly, in a straight line to a point 40.00 feet right of S.W. Brown Road Engineer's Centerline Station 62+44.23

Thence Easterly, in a straight line to a point 75.20 feet right of S.W. Brown Road Engineer's Centerline Station 62+44.23;

Thence Northerly, in a straight line to a point 75.66 feet right of S.W. Brown Road Engineer's Centerline Station 63+05.00 and the **Terminus Point** of said courses and distances.

The beginning and ending courses and distances are to be shortened or lengthened to terminate at the boundary lines of said Document No. 2003-148648.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset

14.50' left per said Survey No. 2006-435. Said Point of Beginning being Engineer's Centerline Station 50+00 per this centerline description;

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 3,121 square feet more or less.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/14/2025

Project: WSV-17

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JANUARY 20, 1998
BRIAN K. HENSON
2855

EXPIRES: 6/30/2027

STA: 63+05.00
OFF: 75.66' R

SW BROWN ROAD CR. NO. 355

63+00

62+00

30'

STA: 62+44.23
OFF: 40.00' R\

STA: 62+44.23
OFF: 75.20' R

PROPERTY 28
BLOCK 1, LOT 2,
SERENE ACRES NO.2
DAVID WHEATON AND
DEE ANN WHEATON
DOC. NO. 2003-148648
TAXLOT 31W14CC00200
29630 SW BROWN RD

STA: 62+06.49
OFF: 40.00' R

STA: 62+06.49
OFF: 56.86' R

STA: 61+95.00
OFF: 56.87' R

SCALE
1" = 20'

LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 3,121 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



**Harper
Houf Peterson
Righellis Inc.**

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

WSV-17

MPS

7/14/2025

PAGE 1 OF

Brown Road Improvement Project
July 14, 2025
OWNER: Aditya Putrevu
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W14CC-00300
Property No. 29

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit “B”, lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of property described in that Statutory Warranty Deed to Aditya Putrevu, October 11, 2016 as Document No. 2016-069822, Clackamas County Deed Records, said parcel being all of said property lying westerly of the following courses and distances:

Beginning at a point 38.00 feet right of S.W. Brown Road Engineer’s Centerline Station 62+95.00;

Thence Northerly, in a straight line to a point 38.00 feet right of S.W. Brown Road Engineer’s Centerline Station 63+12.36;

Thence Easterly, in a straight line to a point 62.89 feet right of S.W. Brown Road Engineer’s Centerline Station 63+12.36;

Thence Northerly, in a straight line to a point 63.63 feet right of S.W. Brown Road Engineer’s Centerline Station 63+85.77;

Thence Westerly, in a straight line to a point 38.00 feet right of S.W. Brown Road Engineer’s Centerline Station 63+85.77;

Thence Northerly, in a straight line to a point 38.00 feet right of S.W. Brown Road Engineer’s Centerline Station 64+05.00 and the **Terminus Point** of said courses and distances.

The beginning and ending courses and distances are to be shortened or lengthened to terminate at the boundary lines of said Document No. 2016-069822.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset

14.50' left per said Survey No. 2006-435. Said Point of Beginning being Engineer's Centerline Station 50+00 per this centerline description;

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 2,654 square feet more or less.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/14/2025

Project: WSV-17

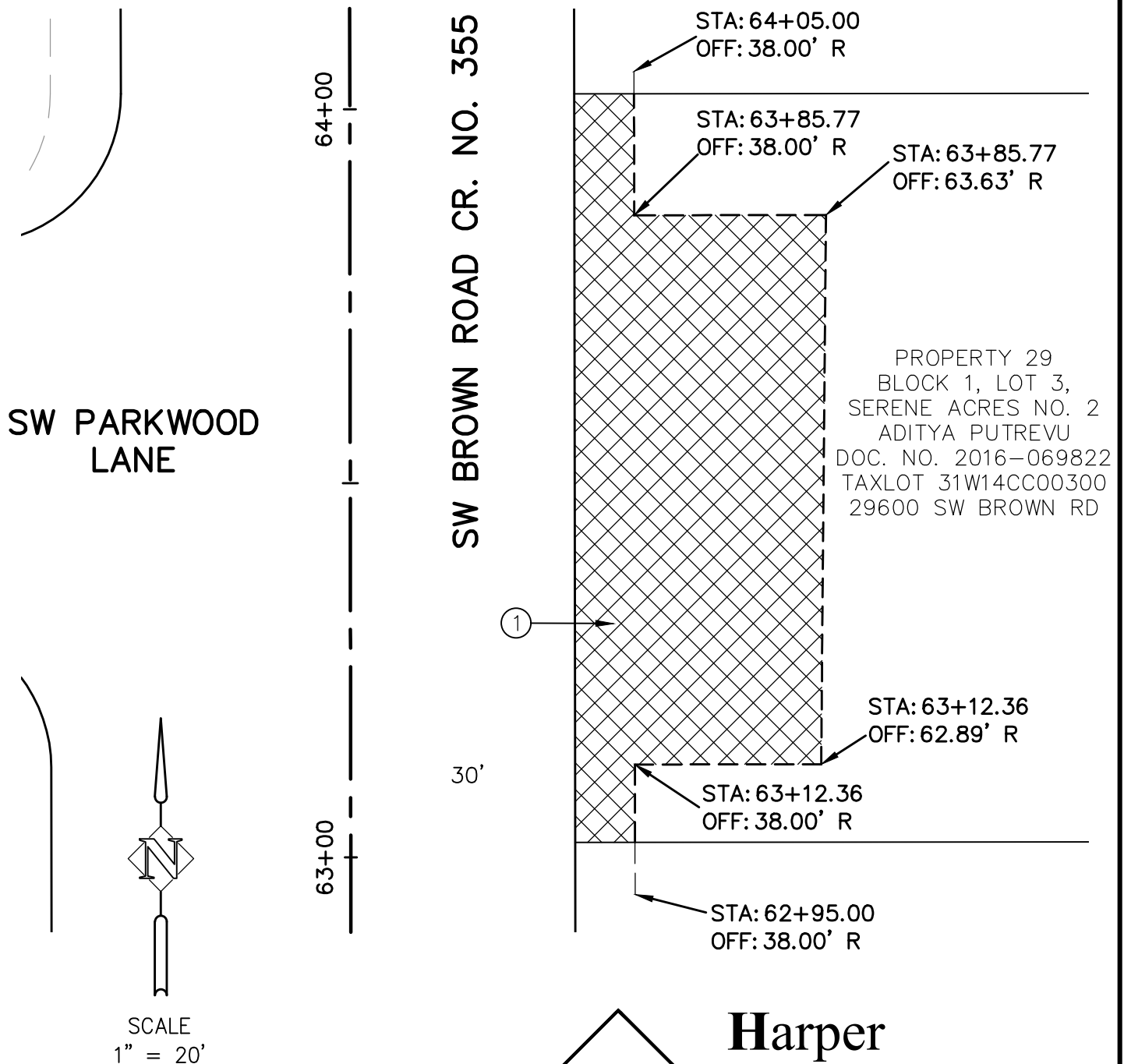
REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JANUARY 20, 1998
BRIAN K. HENSON
2855

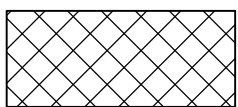
EXPIRES: 6/30/2027

EXHIBIT "B"

PROPERTY 29



LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 2,654 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



**Harper
Houf Peterson
Righellis Inc.**

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 14, 2025
OWNER: Bharati Ingle and Jayant Ingle,
Trustees
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W14CC-00401
Property No. 30

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit "B", lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of that property described in that Warranty Deed- Statutory Form to Bharati Ingle and Jayant Ingle, Trustees, March 27, 2024 as Document No. 2024-010445, Clackamas County Deed Records, said parcel being all of said property lying westerly of the following described line:

Beginning at a point 38.00 feet right of S.W. Brown Road Engineer's Centerline Station 63+95.00;

Thence Northerly, in a straight line to a point 38.00 feet right of S.W. Brown Road Engineer's Centerline Station 65+05.00 and the **Terminus Point** of said line.

Said line to be shortened or lengthened to terminate at the boundary lines of said Document No. 2024-010445.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset 14.50' left per said Survey No. 2006-435. Said Point of Beginning being Engineer's Centerline Station 50+00 per this centerline description;

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 800 square feet more or less.

EXHIBIT A

EXHIBIT A CONTINUED – Page 2 of 2
July 14, 2025

Property No. 30

Item 14.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/14/2025

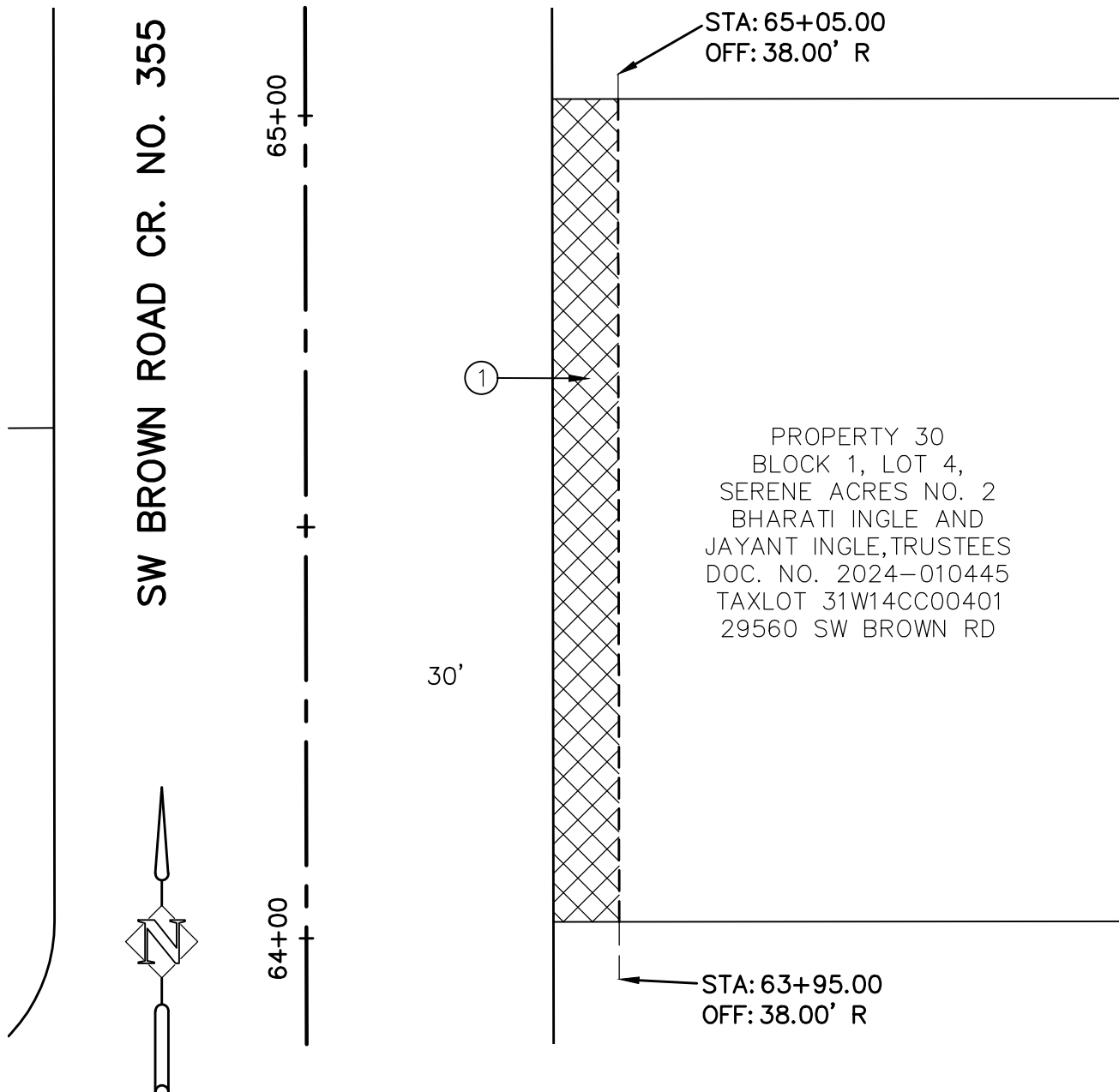
Project: WSV-17



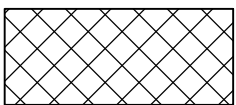
EXPIRES: 6/30/2027

EXHIBIT "B"

PROPERTY 30



LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 800 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



**Harper
Houf Peterson
Righellis Inc.**

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 14, 2025
OWNER: Bharati Ingle and Jayant Ingle,
Trustees
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W14CC-00501
Property No. 31

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit "B", lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of that property described in that Warranty Deed- Statutory Form to Bharati Ingle and Jayant Ingle, Trustees, March 27, 2024 as Document No. 2024-010445, Clackamas County Deed Records said parcel being all of said property lying westerly of the following courses and distances:

Beginning at a point 38.00 feet right of S.W. Brown Road Engineer's Centerline Station 64+95.00;

Thence Northerly, in a straight line to a point 38.00 feet right of S.W. Brown Road Engineer's Centerline Station 65+28.03;

Thence Easterly, in a straight line to a point 65.50 feet right of S.W. Brown Road Engineer's Centerline Station 65+28.03;

Thence Northerly, in a straight line to a point 65.50 feet right of S.W. Brown Road Engineer's Centerline Station 65+79.03;

Thence Westerly, in a straight line to a point 38.00 feet right of S.W. Brown Road Engineer's Centerline Station 65+79.03;

Thence Northerly, in a straight line to a point 38.00 feet right of S.W. Brown Road Engineer's Centerline Station 66+05.00 and the **Terminus Point** of said courses and distances.

The beginning and ending courses and distances are to be shortened or lengthened to terminate at the boundary lines of said Document No. 2024-010445.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset

EXHIBIT A

EXHIBIT A CONTINUED – Page 2 of 2
July 14, 2025

Property No. 31

Item 14.

14.50' left per said Survey No. 2006-435. Said Point of Beginning being Engineer's Centerline Station 50+00 per this centerline description;

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 2,202 square feet more or less.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/14/2025

Project: WSV-17



EXPIRES: 6/30/2027

EXHIBIT "B"

PROPERTY 31

SW BROWN ROAD CR. NO. 355

66+00

65+00

30'

STA: 66+05.00
OFF: 38.00' R

STA: 65+79.03
OFF: 38.00' R

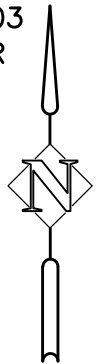
STA: 65+79.03
OFF: 65.50' R

PROPERTY 31
BLOCK 1, LOT 5,
SERENE ACRES NO. 2
BHARATI INGLE AND
JAYANT INGLE, TRUSTEES
DOC. NO. 2024-010445
TAXLOT 31W14CC00501
29520 SW BROWN RD

STA: 65+28.03
OFF: 38.00' R

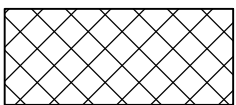
STA: 65+28.03
OFF: 65.50' R

STA: 64+95.00
OFF: 38.00' R



SCALE
1" = 20'

LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 2,202 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



Harper
Houf Peterson
Righellis Inc.

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 14, 2025
OWNER: Bharati Ingle and Jayant Ingle,
Trustees
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W14CC-00601
Property No. 32

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit "B", lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of that property described in that Warranty Deed- Statutory Form to Bharati Ingle and Jayant Ingle, Trustees, March 27, 2024 as Document No. 2024-010445, Clackamas County Deed Records, said parcel being all of said property lying westerly of the following described line:

Beginning at a point 38.00 feet right of S.W. Brown Road Engineer's Centerline Station 65+95.00;

Thence Northerly, in a straight line to a point 38.00 feet right of S.W. Brown Road Engineer's Centerline Station 67+05.00 and the **Terminus Point** of said line.

Said line to be shortened or lengthened to terminate at the boundary lines of said Document No. 2024-010445.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset 14.50' left per said Survey No. 2006-435. Said Point of Beginning being Engineer's Centerline Station 50+00 per this centerline description;

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 800 square feet more or less.

EXHIBIT A

EXHIBIT A CONTINUED – Page 2 of 2
July 14, 2025

Property No. 32

Item 14.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/14/2025

Project: WSV-17



EXPIRES: 6/30/2027

EXHIBIT "B"

PROPERTY 32

SW BROWN ROAD CR. NO. 355

67+00

66+00

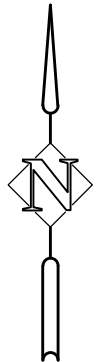
STA: 67+05.00
OFF: 38.00' R

PROPERTY 32
BLOCK 1, LOT 6,
SERENE ACRES NO. 2
BHARATI INGLE AND
JAYANT INGLE, TRUSTEES
DOC. NO. 2024-010445
TAXLOT 31W14CC00601
29470 SW BROWN RD

①

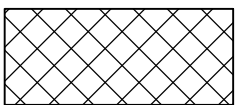
30'

STA: 65+95.00
OFF: 38.00' R



SCALE
1" = 20'

LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 800 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



Harper
Houf Peterson
Righellis Inc.

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 14, 2025
OWNER: Richard A. Ling JR.
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W14CC-00700
Property No. 33

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit "B", lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of that property described in that Statutory Warranty Deed to Richard A. Ling JR., November 12, 2003 as Document No. 2003-150565, Clackamas County Deed Records said parcel being all of said property lying westerly of the following courses and distances:

Beginning at a point 62.00 feet right of S.W. Brown Road Engineer's Centerline Station 66+95.00;

Thence Northerly, in a straight line to a point 62.00 feet right of S.W. Brown Road Engineer's Centerline Station 67+28.82;

Thence Westerly, in a straight line to a point 39.00 feet right of S.W. Brown Road Engineer's Centerline Station 67+28.82;

Thence Northerly, in a straight line to a point 39.00 feet right of S.W. Brown Road Engineer's Centerline Station 67+70.00 and the **Terminus Point** of said courses and distances.

The beginning and ending courses and distances are to be shortened or lengthened to terminate at the boundary lines of said Document No. 2003-150565.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset 14.50' left per said Survey No. 2006-435. Said Point of Beginning being Engineer's Centerline Station 50+00 per this centerline description;

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

EXHIBIT A

EXHIBIT A CONTINUED – Page 2 of 2
July 14, 2025

Property No. 33

Item 14.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 1,176 square feet more or less.

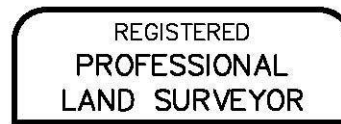
See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/14/2025

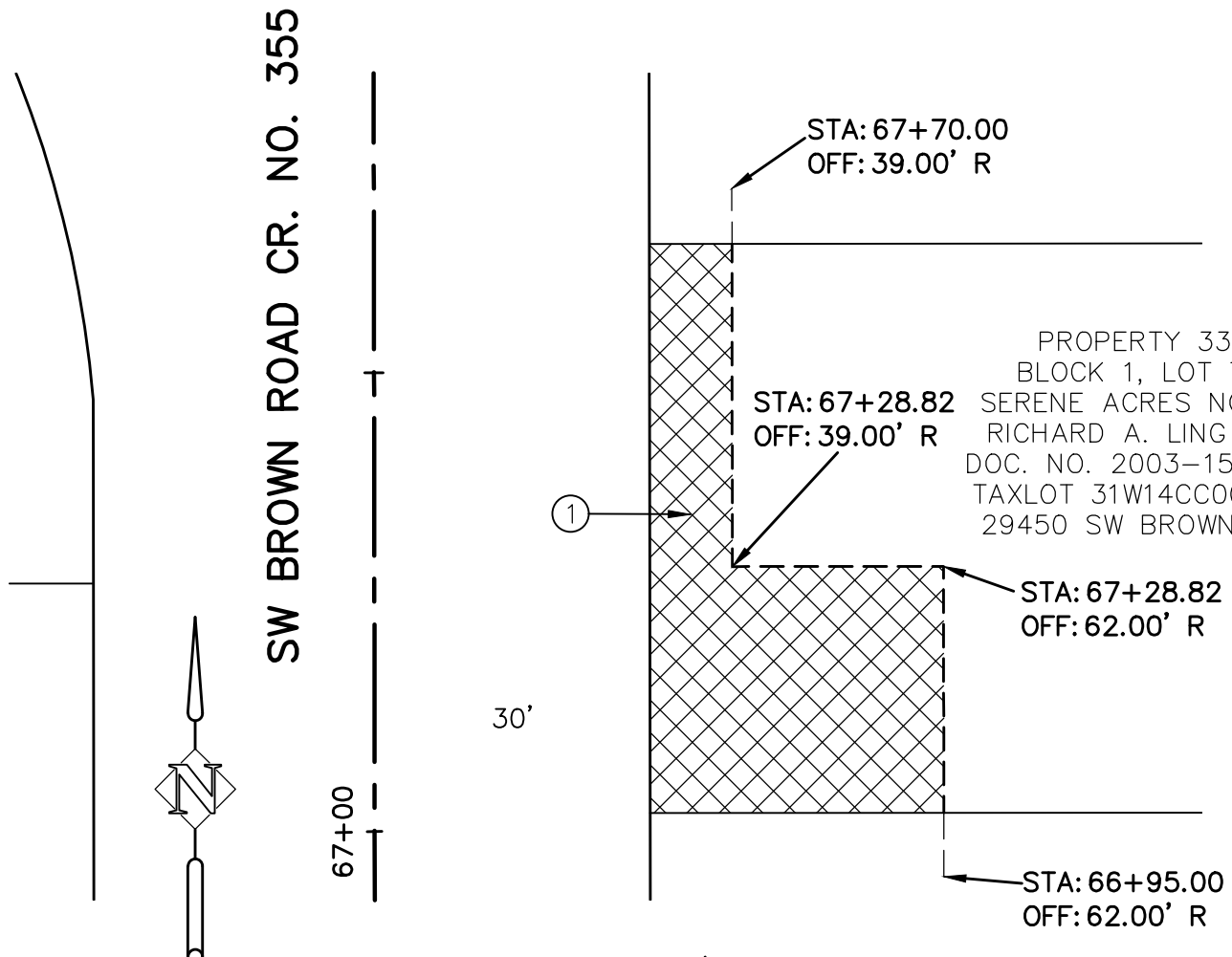
Project: WSV-17



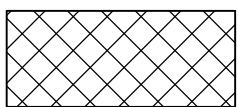
EXPIRES: 6/30/2027

EXHIBIT "B"

PROPERTY 33



LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 1,176 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



**Harper
Houf Peterson
Righellis Inc.**

ENGINEERS ♦ PLANNERS
LANDSCAPE ARCHITECTS ♦ SURVEYORS

205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

Brown Road Improvement Project
July 14, 2025
OWNER: Govy Treehouse LLC
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W14CC-00800
Property No. 34

PARCEL 1 (Permanent Right of Way Easement)

A parcel of land, as shown on attached Exhibit “B”, lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of that property described in that Statutory Warranty Deed to Govy Treehouse LLC, recorded June 14, 2018 as Document No. 2018-036292, Clackamas County Deed Records, said parcel being all of said property lying northwesterly of the following described line:

Beginning at a point 26.67 feet left of S.W. Brown Road Engineer’s Centerline Station 68+40.00;

Thence Northeasterly, in a straight line to a point 55.96 feet right of S.W. Brown Road Engineer’s Centerline Station 68+65.00 and the **Terminus Point** of said line.

Said line to be shortened or lengthened to terminate at the boundary lines of said Document No. 2018-036292.

EXCEPTING therefrom that portion lying within the existing right-of-way of S.W. Brown Road.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset 14.50’ left per said Survey No. 2006-435. Said Point of Beginning being Engineer’s Centerline Station 50+00 per this centerline description;

Thence N00°04’41”W, 1901.98 feet to Engineer’s Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 151 square feet more or less.

EXHIBIT A

EXHIBIT A CONTINUED – Page 2 of 2
July 14, 2025

Property No. 34

Item 14.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/14/2025

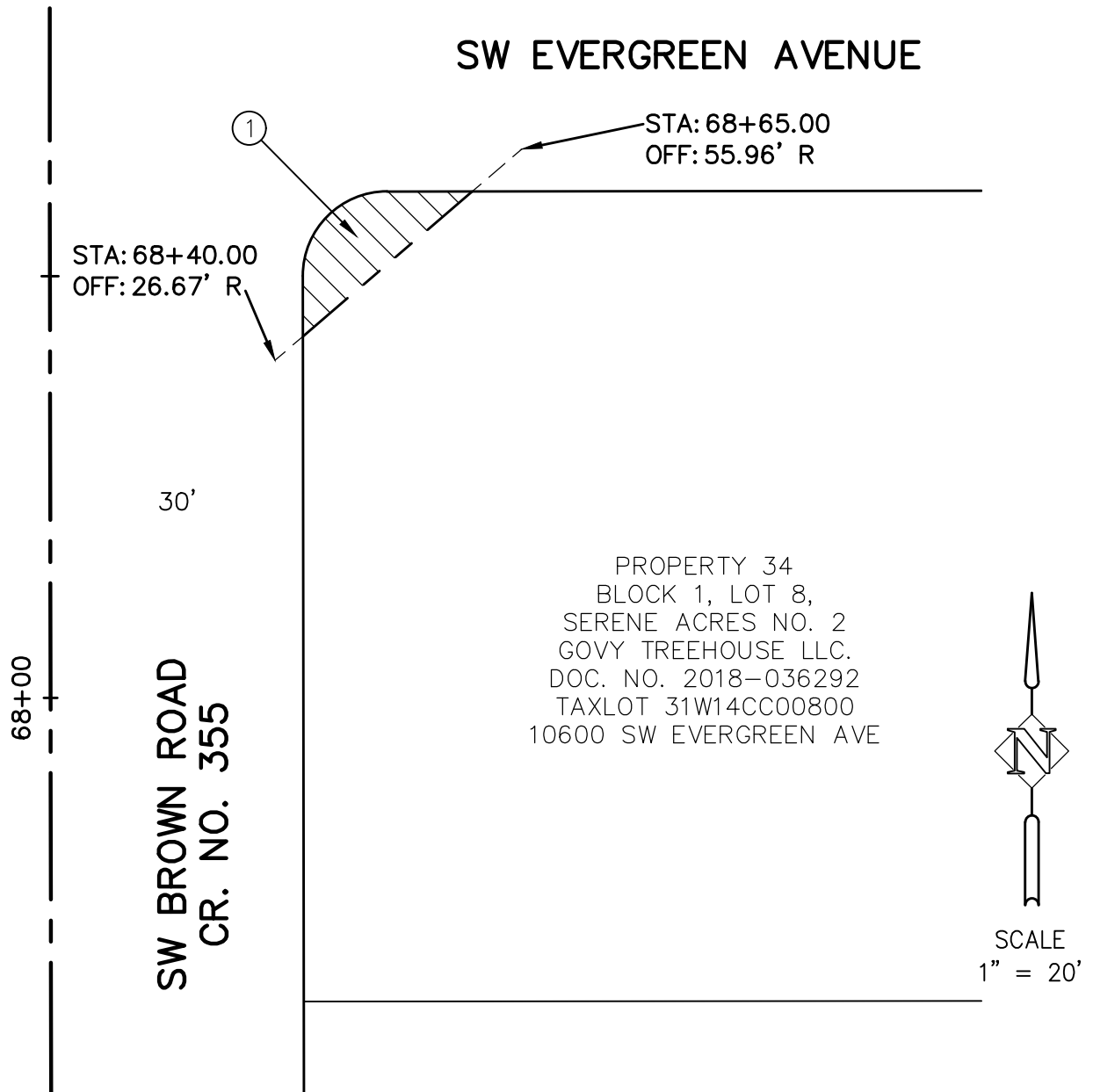
Project: WSV-17



EXPIRES: 6/30/2027

EXHIBIT "B"

PROPERTY 34



Brown Road Improvement Project
July 21, 2025
OWNER: Govy Treehouse LLC
Page 1 of 2

City Project No. 4216
Map & Tax Lot No. 31W14CC-00800
Property No. 34

PARCEL 1 (Temporary Construction Easement)

A parcel of land, as shown on attached Exhibit “B”, lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of that property described in that Statutory Warranty Deed to Govy Treehouse LLC, recorded June 14, 2018 as Document No. 2018-036292, Clackamas County Deed Records, said parcel being all of said property lying northerly and westerly of the following courses and distances:

Beginning at a point 35.00 feet right of S.W. Brown Road Engineer’s Centerline Station 67+60.00;

Thence Northerly, in a straight line to a point 35.00 feet right of S.W. Brown Road Engineer’s Centerline Station 68+40.54;

Thence Northeasterly, in a straight line to a point 51.92 feet right of S.W. Brown Road Engineer’s Centerline Station 68+54.98;

Thence Easterly, in a straight line to a point 76.50 feet right of S.W. Brown Road Engineer’s Centerline Station 68+54.98;

Thence Northerly, in a straight line to a point 76.50 feet right of S.W. Brown Road Engineer’s Centerline Station 68+65.00 and the **Terminus Point** of said line.

The beginning and ending courses and distances are to be shortened or lengthened to terminate at the boundary lines of said Document No. 2018-036292.

EXCEPTING therefrom that portion lying within the existing right-of-way of S.W. Brown Road and S.W. Evergreen Avenue.

ALSO EXCEPTING therefrom a parcel of land lying in the Southeast One-Quarter of Section 15, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, and being a portion of that property described in that Statutory Warranty Deed to Govy Treehouse LLC, recorded June 14, 2018 as Document No. 2018-036292, Clackamas County Deed Records, said parcel being all of said property lying northwesterly of the following described line:

Beginning at a point 26.67 feet right of S.W. Brown Road Engineer’s Centerline Station 68+40.00;

Thence Northeasterly, in a straight line to a point 55.96 feet right of S.W. Brown Road Engineer’s Centerline Station 68+65.00 and the **Terminus Point** of said line.

Said line to be shortened or lengthened to terminate at the boundary lines of said Document No. 2018-036292.

EXCEPTING therefrom that portion lying within the existing right-of-way of S.W. Brown Road and S.W. Evergreen Avenue.

The stationing used to describe this parcel is based on the S.W. Brown Road Project Centerline, being more particularly described as follows:

A roadway located in the Southeast One-Quarter of Section 15 and the Northeast One-Quarter of Section 22, Township 3 South, Range 1 West, of the Willamette Meridian, City of Wilsonville, Clackamas County, Oregon, the centerline of which is more particularly described as follows:

Beginning at the centerline intersection of SW Wilsonville Road (Market Road No. 6)(County Road No. 1244) (W line per Survey No. 2006-435, Clackamas County Survey Records) and SW Brown Road (County Road 355) said intersection being noted as Station W2 40+36.72, Offset 14.50' left per said Survey No. 2006-435. Said Point of Beginning being Engineer's Centerline Station 50+00 per this centerline description;

Thence N00°04'41"W, 1901.98 feet to Engineer's Centerline Station 69+01.98 at the intersection with the centerline of SW Camelot Street and the **Terminus Point** of this Centerline description.

Basis of Bearings of this centerline description, is based on the Oregon Coordinate Reference System (ORCS) – Portland Zone – Reference Frame: NAD83(2011)(EPOCH 2010.00) International Feet.

The parcel of land to which this description applies contains 638 square feet more or less.

See Exhibit B, by reference is a made a part herein.

Surveyor: Brian K. Henson PLS

Firm: Harper Houf Peterson Righellis

Survey Date: 7/21/2025

Project: WSV-17

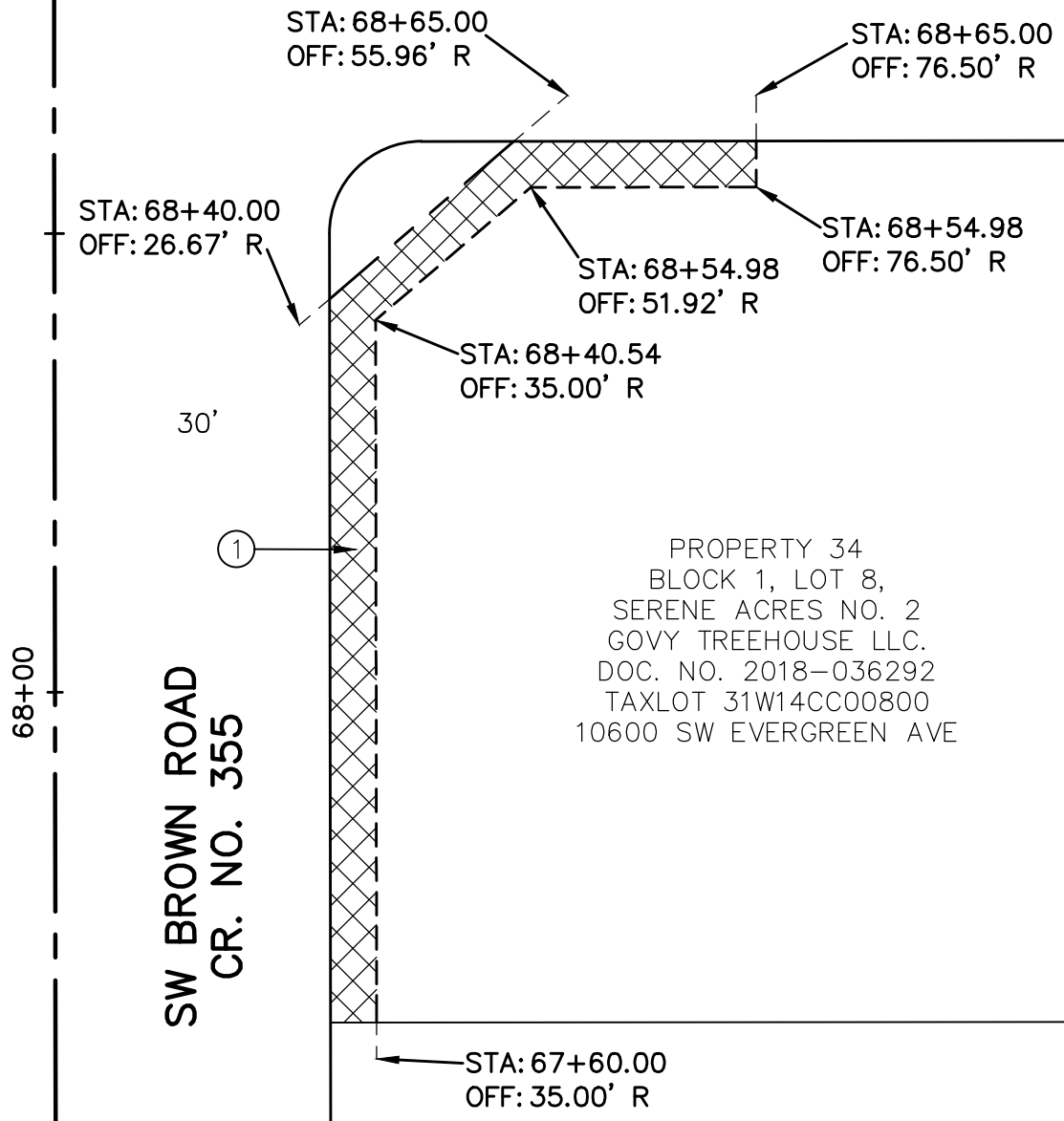


EXPIRES: 6/30/2027

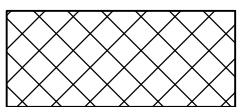
EXHIBIT "B"

PROPERTY 34

SW EVERGREEN AVENUE



LEGEND



① TEMPORARY
CONSTRUCTION
EASEMENT
± 638 SQ.FT.

SEE ATTACHED
LEGAL DESCRIPTION



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Houf Peterson
Righellis Inc.**

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CITY COUNCIL MEETING STAFF REPORT

Meeting Date: August 4, 2025	Subject: Ordinance No. 899 – 2nd Reading Climate Friendly and Equitable Communities (CFEC) Parking Development Code Amendments Staff Member: Daniel Pauly, Planning Manager Department: Community Development	
Action Required <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: July 21, 2025 <input type="checkbox"/> Ordinance 1 st Reading Date: July 21, 2025 <input checked="" type="checkbox"/> Ordinance 2 nd Reading Date: August 4, 2025 <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	Advisory Board/Commission Recommendation <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable Comments: During a public hearing on June 11, 2025, Planning Commission unanimously recommended adoption of the proposed Development Code amendments.	
Staff Recommendation: Adopt the proposed Development Code amendments consistent with the Planning Commission recommendation.		
Recommended Language for Motion: I move to adopt Ordinance No. 899 on second reading.		
Project / Issue Relates To:		
<input type="checkbox"/> Council Goals/Priorities:	<input type="checkbox"/> Adopted Master Plan(s):	<input checked="" type="checkbox"/> Not Applicable Required by State law

ISSUE BEFORE COUNCIL

Consideration of approval of the Climate Friendly and Equitable Communities (CFEC) Parking Development Code Amendments.

EXECUTIVE SUMMARY:

The Climate Friendly and Equitable Communities (CFEC) Parking Compliance and Standards Reform Project is primarily driven by the State’s CFEC Program. On March 10, 2022, Governor Kate Brown issued Executive Order 20-04, directing state agencies to take action to reduce climate pollution. This order was issued in response to Oregon’s failure to meet its climate pollution reduction targets, including a 2007 legislative goal to cut statewide emissions by 75% by 2050. In alignment with this directive, the Oregon Land Conservation and Development Commission (LCDC) developed and adopted updates to the state’s transportation and land use planning administrative rules (OARs). These updated OARs—and the requirement for local governments to comply with them—form the foundation of the CFEC Program.

Among the key requirements of CFEC is parking reform, as outlined in OAR 660-012-0400 through 660-012-0450. These CFEC Parking Rules are designed to eliminate or significantly reduce minimum parking requirements in local development codes. The State of Oregon found that such requirements often lead to an oversupply of parking, which contributes to inefficient land use, reduced walkability, and increased greenhouse gas emissions from vehicle use.

The CFEC Parking Rules are being implemented in two phases, referred to by the State as “**Parking A**” and “**Parking B**.” The **Parking A** rules are already in effect and currently override Wilsonville’s existing Development Code. The City has been applying these rules in practice, even before formally updating its code. The most significant impact of the **Parking A** rules in Wilsonville is the transit proximity provision, which eliminates minimum parking requirements in areas well-served by transit—defined as within ¼ mile of the most frequent bus service or within ½ mile of a rail transit stop. This provision applies to much of the city, including key areas such as Frog Pond and Town Center. The primary areas not covered include Charbonneau, the western two-thirds of Villebois, and the industrial zones in northwest Wilsonville.

The **Parking B** rules require additional policy decisions and Development Code amendments that the City has not yet completed. Addressing these requirements has been the focus of the current project. While the original State deadline for compliance was June 30, 2023, the City requested and received an extension to June 30, 2025. Although the extension was granted due to staffing constraints, it has also allowed the City to observe how neighboring jurisdictions are implementing the rules and to monitor the outcome of legal challenges. The courts have upheld the rules, and no further appeals are possible.

Parking B requires the City to (1) select one of three options for reforming minimum parking requirements, and (2) implement enhanced design standards for parking areas, such as tree canopy requirements. The chosen option for minimum parking reform will apply only to areas not already exempt under the Parking A transit proximity rule—specifically Charbonneau, the western two-thirds of Villebois, and the industrial zones in northwest Wilsonville. In contrast, the design regulation improvements will apply citywide.

The table below summarizes how each of the **Parking B** options would affect different areas of Wilsonville.

Parking B Parking Options Related to Different Areas of the City

Area of the City	Option 1	Option 2	Option 3
Majority of City subject to Parking A Transit Proximity rule including Town Center and Frog Pond	No minimum parking required	No minimum parking required	No minimum parking required
Charbonneau and Western 2/3 of Villebois (built-out residential areas) Northwest Industrial Areas	No parking minimums	<ul style="list-style-type: none"> • Able to enforce parking minimums Implement at least two of the following: <ul style="list-style-type: none"> • Parking spaces leased/sold separately from housing units or leased commercial space (enforced by City) • No more than ½ space per unit required for multi-family • Tax revenue from parking spaces • Flexible commute benefit for more than 50 employees 	<ul style="list-style-type: none"> • Able to enforce parking minimums Implement all of the following: <ul style="list-style-type: none"> • No minimum parking required for a variety of specific uses including small sites, vacant buildings, small homes, historic buildings, etc. • No additional parking for changes in use • District management of on-street parking or lease multi-family parking and housing units separately

Following staff analysis, a public open house, and discussions at Planning Commission and City Council work sessions, the City has chosen Option 1 to comply with **Parking B** minimum parking standards. This decision is based on several key considerations:

- **Citywide Consistency:** Option 1 ensures uniform regulations across Wilsonville, avoiding the complexity of applying different standards to a small subset of the city.
- **Comparable Outcomes:** Options 2 and 3 are unlikely to result in significantly different parking outcomes for a couple of primary reasons. First, the residential areas that would be subject to Options 2 or 3, particularly Villebois and Charbonneau, are largely built out and not expected to undergo major redevelopment in the foreseeable future. Additionally, for residential areas, all options are subject to the same Parking A rule limiting residential parking requirements to no more than one space per unit and affordable housing and small units (under 750 square feet) are exempt from minimum parking requirements. Second, while the industrial areas on the northeast edge of the City have substantial development capacity, industrial developments tend to exceed minimum parking requirements due to market and financing expectations, limiting any impact of City minimum parking requirements. For example:

- The recently approved Parkworks Campus expansion, located within a transit proximity exemption area, proposed 262 parking spaces—well above the 191 that would have been required without the exemption.
- The new Precision Countertops headquarters in the Coffee Creek industrial area required 61 spaces and proposed 71.
- **Administrative Efficiency:** Options 2 and 3 also introduce additional regulatory and administrative burdens. Implementing unbundled parking would require significant staff time for community education and enforcement. A parking revenue tax would necessitate new administrative systems. Option 3's requirement for a parking management district would further increase staffing needs for oversight, enforcement, and operations.

In addition to amending the Development Code to incorporate the Parking A requirements and the City's selected Parking B option, CFEC also requires citywide climate-friendly parking lot design standards. Key components of these design standards include:

- Removing barriers to the redevelopment of underutilized parking areas;
- Implementing "EV Ready" infrastructure requirements;
- Reducing parking maximums for certain land uses;
- Updating bicycle parking standards; and
- Revising tree canopy requirements, including provisions that allow solar panels as a partial alternative to tree coverage.

Conclusion:

The project team has prepared Development Code amendments that reflect the input received to date, including policy direction from City Council at the most recent work session on this topic, and the necessary policy changes to comply with State law (Exhibit A to Attachment 1). The project team has also prepared a Findings Report supporting the adoption of the Development Code amendments by City Council, including findings regarding compliance with the CFEC Rules (Exhibit B to Attachment 1). The Planning Commission duly considered the proposed amendments and unanimously recommend approval to City Council (Exhibit C to Attachment 1).

EXPECTED RESULTS:

Adoption of the CFEC Parking Development Code amendments.

TIMELINE:

Following the City Council's hearing and first reading on July 21, a second reading is scheduled for August 4. If adopted, the Development Code amendments will take effect on September 3, 2025.

Due to scheduling constraints, the City Council will adopt the Parking B reforms after the June 30, 2025, State deadline. While the Planning Commission took final action on June 11, the Council's calendar and the required 30-day effective period mean the reforms will not take effect until September 3, 2025.

The Department of Land Conservation and Development (DLCD) has advised that the most

restrictive state rules will apply during this interim period extending from July 1, 2025 to September 2, 2025. However, staff anticipates minimal risk, as no development applications are expected that would be significantly impacted by the differences between the current City Code and the State Rules.

Staff anticipate most, if not all, applications during this time would fall under Parking A no-minimums provisions due to transit proximity meaning applications can be processed the same as they have been since Parking A rules came into effect. Even if an application not subject to Parking A is submitted, the risk remains low. The proposed City Code closely aligns with the State Rules, with the primary difference being clarity and ease of use. During the interim developers would need to provide findings responding to the applicable administrative rules rather than the more streamlined City Code.

CURRENT YEAR BUDGET IMPACTS:

Consultant work and a vast majority of City staff time was during fiscal year 2024-2025. There is minimal staff time for final adoption during the current fiscal year which is covered by the Planning Division budget.

COMMUNITY INVOLVEMENT PROCESS:

In addition to public hearings, the Planning Commission and City Council held public work sessions. A public open house was also held on March 20, 2025, to inform the community about the project and gather input on the proposed code updates. An Outreach Report can be found in the Record that includes more information on the input received during the public survey and public open house (Exhibit C to Attachment 1).

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

Promotes more efficient land use and helps reduce climate impacts, improving the health and resiliency of the community. Compliance also ensures clearer development standards and eliminates confusion caused by City Code provisions that are currently superseded by conflicting State regulations.

ALTERNATIVES:

While options for complying with certain State rules are limited, the City has carefully explored available alternatives to ensure the Development Code updates are thoughtfully tailored to Wilsonville's unique context.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Ordinance No. 899
 - A. Proposed Development Code Amendments – June 2025
 - B. Findings Report
 - C. [Planning Commission No. LP25-0002 and Record](#)

ORDINANCE NO. 899**AN ORDINANCE OF THE CITY OF WILSONVILLE ADOPTING THE CLIMATE FRIENDLY AND
EQUITABLE COMMUNITIES (CFEC) PARKING COMPLIANCE DEVELOPMENT CODE
AMENDMENTS.**

WHEREAS, the Climate Friendly and Equitable Communities (CFEC) Parking Compliance and Standards Reform Project is driven by the State of Oregon's CFEC Program; and

WHEREAS, on March 10, 2022, Governor Kate Brown issued Executive Order 20-04, directing state agencies to take action to reduce climate pollution in response to Oregon's failure to meet its legislatively adopted goal of reducing statewide emissions by 75% by 2050; and

WHEREAS, in alignment with this directive, the Oregon Land Conservation and Development Commission (LCDC) adopted updates to the State's transportation and land use planning administrative rules (OARs), which form the foundation of the CFEC Program and require local government compliance; and

WHEREAS, among the key requirements of the CFEC Program are the parking reforms outlined in Oregon Administrative Rules (OAR or "Rules") 660-012-0400 through 660-012-0450, which aim to eliminate or significantly reduce minimum parking requirements in local development codes due to their contribution to inefficient land use, reduced walkability, and increased greenhouse gas emissions; and

WHEREAS, the project seeks to update the Development Code to align with the parking Rules; and

WHEREAS, the City has selected Option 1 for minimum parking reform under OAR 660-012-0400 through 0450, which will apply only to areas not already exempt under the transit proximity rule (OAR 660-012-0430 and 0440); and

WHEREAS, the proposed Development Code amendments include parking design standards required by the Rules—including tree canopy requirements, EV readiness, bicycle parking updates, and parking lot redevelopment flexibility—and will apply citywide; and

WHEREAS, to gather public input, the project team conducted public work sessions, hosted a public open house, and conducted an online survey; and

WHEREAS, the Planning Commission held four public work sessions, and the City Council held two public work sessions to review and provide input on the project; and

WHEREAS, required notice of a public hearing has been provided to a list of interested parties and interested agencies, published in the *Wilsonville Spokesman*, posted on the City's website, and posted in a variety of public areas in City buildings, all in accordance with the public hearing and notice procedures that are set forth in Sections 4.012 and 4.197 of the Wilsonville Code; and

WHEREAS, following the timely mailing, posting, and publication of the required notice, the Planning Commission conducted a public hearing on June 11, 2025, to review the proposed Development Code amendments, and to gather additional testimony and evidence regarding the proposed amendments, and thereafter deliberated and voted to approve Resolution No. LP25-0002 recommending adoption to the City Council; and

WHEREAS, a copy of the record of the aforementioned Planning Commission action and recommendation is marked Exhibit C, attached hereto and incorporated by reference herein; and

WHEREAS, following the Planning Commission public hearing, the Planning Director forwarded the recommended Comprehensive Plan amendments onto the City Council, along with a Staff Report and attachments, in accordance with the public hearing and notice procedures that are set forth in Sections 4.008, 4.012 and 4.197 of the Wilsonville Code; and,

WHEREAS, the City Council, after public hearing notices advertised in printed media, emailed, and posted in several locations throughout the City and on the City website, held a public hearing on July 21, 2025, to review the proposed Development Code amendments, and to gather additional evidence and testimony regarding the proposed actions; and

WHEREAS, the City Council afforded all interested parties an opportunity to be heard on the subject and has entered all available evidence and testimony into the public record of its proceeding; and

WHEREAS, the City Council duly considered the Planning Commission recommendation, and all the exhibits and testimony introduced and offered by all interested parties.

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

- Section 1. Findings. The above-recited findings are adopted and incorporated herein, including the findings attached hereto as Exhibit B, and the findings and conclusions of Resolution No. LP25-0002, its staff report, and public record attached hereto as Exhibit C and incorporated herein. The City Council further finds and concludes that the adoption of the Development Code amendments is necessary for the good of the public of the municipality as described in Exhibit C.
- Section 2. The Development Code (Chapter 4 of the Wilsonville City Code) is hereby amended as shown in Exhibit A.
- Section 3. The City Recorder and other City staff designated by the City Recorder is hereby authorized to make numbering edits, capitalization edits, formatting edits, and other grammatical edits, not changing the meaning of the text, prudent in their judgement to incorporate the amendments into the City Code and ensure they correlate with existing code text, definitions, and numbering.
- Section 4. Effective Date. This Ordinance shall be declared to be in full force and effect thirty (30) days from the date of final passage and approval.

SUBMITTED by the Wilsonville City Council at a regular meeting thereof this 21st day of July, 2025, and scheduled the second reading on August 4, 2025, commencing at the hour of 7:00 p.m. at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon.

Kimberly Veliz, MMC, City Recorder

ENACTED by the City Council on the 4th day of August, 2025, by the following votes:

Yes: _____ No: _____

Kimberly Veliz, City Recorder

DATED and signed by the Mayor this 4th day of August 2025.

Shawn O'Neil, Mayor

SUMMARY OF VOTES:

Mayor O'Neil

Council President Berry

Councilor Cunningham

Councilor Dunwell

Councilor Shevlin

EXHIBITS:

- A. Proposed Development Code Amendments – June 2025
- B. Findings Report
- C. [Planning Commission Resolution No. LP25-0002 and Record](#)

CFEC Parking Development Code Amendments

June 4, 2025

Development Code Language

The full text of all proposed code updates is provided below.

Proposed new language is **bolded and underlined**

Proposed deleted language is ~~stricken~~

Language that has been skipped is indicated by [...]

Section 4.001. Definitions

[...]

97. Charging Station: a device or facility for delivering electricity for motor vehicles that use electricity for propulsion that is accessible to a vehicle parked in a nearby space.

[...]

Section 4.030. - Jurisdiction and Powers of Planning Director and Community Development Director

[...]

D. Administrative Relief: In issuing the permits in subsection "B," above, the Planning Director may grant limited relief in cases of hardship. The Director shall follow the Class II—Administrative Approval procedures to determine whether administrative relief shall be granted. If the Director receives a complete application, along with the required filing fee, and the request involves only the expansion or reduction by not more than 20 percent of one or more quantifiable provisions of yard, area, or lot dimension, ~~or parking requirements~~ of the zone, the Director may approve the application, based upon findings of fact supported by evidence in the record. The Variance procedures and standards specified in Section 4.196 shall be used in determining whether administrative relief shall be granted.

[...]

~~Section 4.113. Standards Applying to Residential Developments in any Zone~~

[...]

~~(.05) Off Street Parking.~~ Off street parking shall ~~may~~ be provided as specified in Section 4.155.

[...]

Section 4.118. - Standards Applying to all Planned Development Zones.

[...]

(.03) Notwithstanding the provisions of Section 4.140 to the contrary, the Development Review Board, in order to implement the purposes and objectives of Section 4.140, and based on findings of fact supported by the record may:

A. Waive the following typical development standards:

[...]

10. Minimum number of ~~parking or~~ loading spaces;

[...]

Section 4.125. - V—Village Zone

[...]

(.05) *Development Standards Applying to All Developments in the Village Zone.* In addition to other applicable provisions of the Wilsonville Planning and Land Development Ordinance, all development in the Village zone shall be subject to Tables V-1 through V-4, and to the following. If there is a conflict between the provisions of the Village zone and other portions of the Code, then the provisions of this section shall apply.

Table V-1: Development Standards

[...]

7 The garage setback from alley shall be between 3 and 5 foot or, when as optional parking space is located between the garage and the alley, shall be ~~16 ft. minimum, or~~ 18 ft. minimum ~~if driveway will serve as required parking~~. Lots with important trees, as identified in the Master Plan, or grade differences at the alley, affecting garage location shall be exempt from this requirement.

[...]

(.07) *General Regulations—Off-Street Parking, Loading and Bicycle Parking.* Except as required by Subsections (A) through (D), below, the requirements of Section 4.155 shall apply within the Village zone.

[...]

B. ~~Minimum and Maximum~~ Off-Street Parking Requirements:

1. Table V-2, Off-Street Parking Requirements, below, shall be used to determine the ~~minimum and~~ maximum parking standards and bicycle parking standards for noted land uses. The ~~minimum~~ maximum number of required parking spaces shown in Table V-2 shall be determined by rounding to the nearest whole parking space. ~~For example, a use containing 500 square feet, in an area where the standard is one space for each 400 square feet of floor area, is required to provide one off-street parking space. If the same use contained more than 600 square feet, a second parking space would be required.~~

2. ~~Minimum parking requirements may be met by dedicated off-site parking, including surfaced parking areas and parking structures.~~

3. ~~Except for detached single-family dwellings and middle housing, on-street parking spaces, directly adjoining and on the same side of the street as the subject property, may be counted towards meeting the minimum off-street parking requirements.~~

4. ~~Minimum parking requirements may be reduced under the following conditions:~~

a. ~~When complimentary, shared parking availability can be demonstrated, or;~~

b. ~~Bicycle parking may substitute for up to 25 percent of required Mixed-Use or Multi-Family Residential parking. For every five non-required bicycle parking spaces that meet the short or long-term bicycle parking standards, the motor vehicle parking requirement for compact spaces may be reduced by one space.~~

Table V-2: Off Street Parking Requirements

Permitted or Conditional Use	Min. Vehicle Spaces	Max. Vehicle Spaces	Bicycle Short-term (Spaces)	Bicycle Long-term (Spaces)
Permitted Uses				
Single-Family Detached Dwellings	1.0/DU	NR	NR	NR

Table V-2: Off Street Parking Requirements

Permitted or Conditional Use	Min. Vehicle Spaces	Max. Vehicle Spaces	Bicycle Short-term (Spaces)	Bicycle Long-term (Spaces)
Single-Family Accessory Dwelling Units	NR	NR	NR	NR
Middle Housing ²	1.0/DU	NR	NR	NR
Multi-Family Dwellings	1.0/1 Bdr 1.5/2 Bdr 1.75/3 Bdr	<u>1.2 spaces/studio unit and 2 spaces/non-studio unit</u>	1 per 20 units Min. of 2	1 per 4 units Min. of 2
Community Housing	1 per 4 residents	1 per unit	NR	1 per 8 residents Min. of 2
Commercial Uses				
Convenience Store	2/1,000 sf	5/1,000 sf	1 per 5,000 sf Min. of 2	1 per 12,000 sf Min. of 2
Restaurant/Pub	2/1,000 sf	10/1,000 sf	1 per 5,000 sf Min. of 2	1 per 12,000 sf Min. of 2

Table V-2: Off Street Parking Requirements

Permitted or Conditional Use	Min. Vehicle Spaces	Max. Vehicle Spaces	Bicycle Short-term (Spaces)	Bicycle Long-term (Spaces)
Child Day Care	0.2 per student/staff	0.3 per student/staff	None	1 per 10,000 sf Min. of 2
Medical/Dental	3/1,000 sf	4/1,000 sf	1 per 40,000 sf Min. of 2	1 per 70,000 sf Min. of 2
All other commercial uses	2/1,000 sf	4/1,000 sf	1 per 10,000 sf Min. of 2	1 per 40,000 sf Min. of 2
Conditional Uses				
Schools	0.2 per student/staff	0.3 per student/staff	0.3 per student/staff	0.2 per classroom
Recreational Facilities	3/1000 sf ¹	5/1,000 sf ¹	1 per 3,000 sf Min. of 4	1 per 3,000 sf Min. of 4
Conference Center	0.3 per seat	0.5 per seat	1 per 15 seats Min. of 2	1 per 40 seats Min. of 10

Table V-2: Off Street Parking Requirements

Permitted or Conditional Use	Min. Vehicle Spaces	Max. Vehicle Spaces	Bicycle Short-term (Spaces)	Bicycle Long-term (Spaces)
Library/Museum	2/1,000 sf	4/1,000 sf	1 per 1,000 sf Min. of 6	1 per 1,000 sf Min. of 6
Religious Institution	.25 per seat	.5 per seat	1 per 2,000 sf Min. of 2	1 per 4,000 sf Min. of 2
Theater	.25 per seat	.5 per seat	1 per 20 seats Min. of 2	1 per 50 seats Min. of 4
Overnight Lodging Facility	1 per room	1.5 per room	1 per 20 rooms Min. of 2	1 per 20 rooms Min. of 2
Light Manufacturing/Research and Development	2/1000 sf	4/1000 sf	1 per 10,000 sf Min. of 2	1 per 40,000 sf Min. of 2
All other Conditional Uses	2/1000 sf	4/1000 sf	1 per 10,000 sf Min. of 2	1 per 40,000 sf Min. of 2

NR No requirement

[...]

(.23) Redevelopment to Add Middle Housing Units: For lots previously developed with at least one residential unit in the Village Zone, the following standards apply for adding additional residential units. This includes replacement of residential structures, adding new residential structures, expanding existing residential structures, or adding units within a residential structure without expanding the structure.

[...] D. *Parking:* ~~Parking shall be provided~~ **Any parking provided** shall be consistent with Table V-2 and other related provisions of [Section 4.125](#).

Section 4.134. - Coffee Creek Industrial Design Overlay District

[...]

Table CC-3: Site Design

[...]

4. Parking Location and Design

General	<p>Unless noted otherwise below, the following provisions apply:</p> <ul style="list-style-type: none"> • Section 4.155 (03) Minimum and Maximum Off-Street Parking Requirements • Section 4.155 (04) Bicycle Parking • Section 4.155 (06) Carpool and Vanpool Parking Requirements • Section 4.176 for Parking Perimeter Screening and Landscaping—permits the parking landscaping and screening standards as multiple options <p>The following Development Standards are adjustable:</p> <ul style="list-style-type: none"> • Parking Location and Extent: up to 20 spaces permitted on an Addressing Street
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Section 4.155. - General Regulations—Parking, Loading and Bicycle Parking.

[...]

(.02) *General Provisions*

*LP25-0002 CFEC Parking Compliance and Standards Reform
Proposed Development Code Amendments
Attachment 1 to the Staff Report*

A. The **When off-street parking is provided, the** provision and maintenance of **the** off-street parking spaces is a continuing obligation of the property owner. The standards set forth herein shall be considered by the Development Review Board as minimum criteria.

B. No area shall be considered a parking space unless it can be shown that the area is accessible and usable for that purpose, and has maneuvering area for the vehicles, as determined by the Planning Director.

C. ~~In cases of enlargement of a building or a change of use from that existing on the effective date of this Code, the number of parking spaces required shall be based on the additional floor area of the enlarged or additional building, or changed use, as set forth in this Section. Current development standards, including parking area landscaping and screening, shall apply only to the additional approved parking area.~~

~~DC.~~ In the event several uses occupy a single structure or lot, the total requirement for off-street parking shall be **When calculating vehicle parking maximums or bicycle parking requirements in Table 5 for a development with multiple uses,** the **requirement shall be the** sum of the requirements of the several uses computed separately; except as modified by subsection "E," below. Within the TC Zone, the cumulative number of parking spaces required by this subsection may be reduced by 25 percent. ~~the requirement shall be the sum of the requirements of the several uses computed separately.~~

E. **D. To minimize land dedicated to parking,** Owners of two or more uses, structures, or lots may **and are encouraged to** utilize jointly the same parking area..

F. ~~Off-street parking spaces existing prior to the effective date of this Code may be included in the amount necessary to meet the requirements in case of subsequent enlargement of the building or use to which such spaces are necessary.~~

G. ~~Off-Site Parking.~~ Except for single-family dwellings and middle housing, the vehicle parking spaces required by this Chapter may be located on another lot, provided the lot is within 500 feet of the use it serves and the DRB has approved the off-site parking through the Land Use Review. The distance from the parking area to the use shall be measured from the nearest parking space to the main building entrance, following a sidewalk or other pedestrian route. Within the TC Zone there is no maximum distance to an off-site location provided the off-site parking is located within the TC Zone. The right to use the off-site parking must be evidenced in the form of recorded deeds, easements, leases, or contracts securing full and permanent access to such parking areas for all the parties jointly using them. Within the TC zone, there is no maximum distance to an off-site location provided the off-site parking is located within the TC Zone.

H. ~~E.~~ The conducting of any business activity shall not be permitted ~~on the required~~ in parking **areas** spaces, unless a temporary use permit is approved pursuant to [Section 4.163](#).

F. Redevelopment of existing parking areas to other uses is allowed. Redevelopment is encouraged. When reviewing redevelopment of existing parking areas, the Planning Director or Development Review Board shall not deny an application based on the subject area's previous designation to meet minimum vehicle parking

requirements, or that a use previously approved subject to minimum parking requirements would fall below those previously applied minimum parking requirements with the redevelopment.

~~I. G.~~ Where the boundary of a parking lot adjoins or is within a residential district, such parking lot shall be screened by a sight-obscuring fence or planting. The screening shall be continuous along that boundary and shall be at least six feet in height.

~~J. H.~~ Parking spaces along the boundaries of a parking lot over 650 square feet in area, excluding access areas, shall be provided with a sturdy bumper guard or curb at least six inches high and located far enough within the boundary to prevent any portion of a car within the lot from extending over the property line or interfering with required screening or sidewalks.

~~K. I.~~ All areas used for parking and maneuvering of cars shall be surfaced with asphalt, concrete, or other surface, such as pervious materials (i. e. pavers, concrete, asphalt) that is found by the City's authorized representative to be suitable for the purpose. In all cases, suitable drainage, meeting standards set by the City's authorized representative shall be provided.

~~L. J.~~ Artificial lighting which may be provided shall be so limited or deflected as not to shine into adjoining structures or into the eyes of passers-by.

~~M. Off-street parking requirements for types of uses and structures not specifically listed in this Code shall be determined by the Development Review Board if an application is pending before the Board. Otherwise, the requirements shall be specified by the Planning Director, based upon consideration of comparable uses.~~

~~N. K.~~ Up to 40 percent of the off-street spaces may be compact car spaces as identified in [Section 4.001](#) - "Definitions," and shall be appropriately identified.

~~O. L.~~ Where off-street parking areas are designed for motor vehicles to overhang beyond curbs, planting areas adjacent to said curbs shall be increased to a minimum of seven feet in depth. This standard shall apply to a double row of parking, the net effect of which shall be to create a planted area that is a minimum of seven feet in depth.

~~P. M.~~ Parklets are permitted within the TC Zone on up to two parking spaces per block and shall be placed in front of the business. Placement of parklet requires a temporary right-of-way use permit and approval by the City Engineer.

~~Q. N.~~ Residential garages shall not count towards minimum parking requirements unless meet all of the following criteria are met:

1. The garage contains an area, clear of any obstructions, equal to a standard size parking space (nine feet by 18 feet) for each ~~counted~~ parking space within the garage;

2. Nine square feet is provided either in the garage or in a screened area of the lot per container provided by the franchise hauler (solid waste, recycling, yard debris, etc.) to ensure they are not placed in the parking spaces **unless garbage and recycling is provided in an approved enclosure approved pursuant to Wilsonville Development Code;**

~~3. A deed restriction is placed on the property requiring the space stay clear except for identified exceptions such as 30 days before and after a change of tenant or an equivalent restriction within the development's CC&R's;~~

~~R. N.~~ Public sidewalks, public sidewalk easements or other public non-vehicle pedestrian easement areas shall not be counted towards the area of parking spaces or used for parking.

~~S. O.~~ Shared visitor parking in certain residential areas:

1. In order to provide visitor parking in non-multi-family residential areas with limited parking, lot size and/or required open space may be reduced equal to the area of standard-sized parking spaces as described in 2. below if all the following criteria are met:
 - a. Ten percent or more of lots in the development do not have at least one adjacent on-street parking space that is at least 22 feet long.
 - b. Shared parking spaces are within 250 feet of a lot without an on-street parking space.
 - c. Shared parking spaces will be owned by an HOA and have enforceable covenants in place to ensure spaces are managed for visitor parking and not storage of extra vehicles or overflow parking of residents. This may include time limits on parking, limits on overnight parking, or other similar limits.
2. When shared visitor parking is provided that meets the standards of 1. above, lot size or open space area for the development may be reduced as provided below. The same visitor parking spaces cannot be used to reduce both lot size and open space area. To achieve both reductions, adequate visitor parking space must be provided to offset both lot size and open space area reductions.
 - a. Individual lot size may be reduced by up to 2.5 percent of the minimum lot size for the zone to allow an equal area to be developed as shared parking, as long as the shared parking space is within 250 feet of the reduced lot.
 - b. Open space required under Subsection 4.113 (.01) may be reduced by up to 2.5 percent of gross development area (from 25 percent down to as low as 22.5 percent) to allow an area equal to the reduced open space as shared parking. No more than 50 percent of the reduced open space area may be from the required usable open space. In the RN

zone, the ten percent Open Space requirement for Small-Lot Subdistrict may be reduced to eight percent.

- c. In order to reduce stormwater runoff and the need for stormwater facilities, shared visitor parking areas are encouraged to be constructed of pervious surfaces.

(.03) ~~Minimum and Maximum Off-Street Parking Requirements:~~

[...]

- B. Parking areas over 650 square feet, excluding access areas, and loading or delivery areas shall be landscaped to minimize the visual dominance of the parking or loading area, as follows:
 - 1. **General Landscaping Requirements:** ~~Landscaping of at least ten percent of the parking area designed to be screened from view from the public right-of-way and adjacent properties.~~
 - At least 10% of each parking area shall be landscaped to ensure it is screened from view from the public right-of-way and adjacent properties.
 - This landscaping shall ~~be considered to be part of~~ **count towards** the 15 percent total landscaping required in Section 4.176.03 for the site development.
 - 2. ~~Landscape tree planting areas shall be a minimum of eight feet in width and length and spaced every eight parking spaces or an equivalent aggregated amount.~~
 - a. ~~Trees shall be planted in a ratio of one tree per eight parking spaces or fraction thereof, except in parking areas of more than 200 spaces where a ratio of one tree per six spaces shall be applied as noted in subsection [4.155](.03)B.3. A landscape design that includes trees planted in areas based on an aggregated number of parking spaces must provide all area calculations.~~
- 2. **Tree Planting Requirements:**
 - a. **Ratios:**
 - **For parking areas with fewer than 40 spaces, one tree shall be planted for every eight parking spaces.**
 - **For parking areas with 40 or more spaces, one tree shall be planted for every six parking spaces, except as reduced under the Solar Panel Installation Option described in d. below.**
 - b. **Calculation:**
 - **When calculating the required number of trees based on the ratios in a., any non-whole number shall be rounded up to the nearest whole number.**
 - c. **Landscape Tree Planting Areas:**
 - i. **Each landscape tree planting area shall have a minimum dimension of eight feet in both width and length, or provide an equivalent soil volume within the top 36 inches.**
 - 1. **Root barriers must be installed for any hard surfaces located within eight feet of the center of the tree trunk.**

ii. Planting areas shall be evenly spaced throughout the planting area (e.g., every 6 or 8 parking spaces depending on the ratio in a.). Planting areas are considered spaced evenly when:

- 90 percent of parking spaces are within five parking spaces of a tree; and
- the parking area has one 64 square-foot or greater planting area for every 6 or 8 parking spaces, depending on the ratio in a.

d. Solar Panel Installation Option:

- For parking areas with 40 spaces or more, a developer may choose to exempt up to 25 percent of the parking spaces from the calculation of the ratio in a. by installing a prescribed amount of on-site solar panels as follows:
 - i. For each 0.5 kilowatt of generation capacity of on-site solar panels, one parking space may be exempted from the calculation of the ratio in a.

e. Tree Planting Location and Shading Requirements:

i. Required trees may be planted within the parking area or the perimeter, provided that a minimum percentage of the canopy dripline of mature perimeter trees can be expected to shade or overlap the parking area, as follows:

- For parking areas with less than 40 spaces, 30 percent.
- For parking areas with 40 spaces or more not utilizing the Solar Panel Installation Option in d. above, 40 percent.
- For parking areas with 40 spaces utilizing the Solar Panel Installation Option in d. above, 40 percent minus 0.4 percent for each percent of parking spaces exempted from the tree-to-parking-space ratio due to solar panel installation (e.g., if a 150-space parking area has 15 parking spaces exempted, which is 10 percent of the parking spaces, the shading requirement percentage would be 36 percent).

bf. Clearance for Parking Trees:

- Except for trees planted for screening, all deciduous interior parking lot ~~area~~ trees must be suitably sized, located, and maintained to provide a branching minimum of seven feet clearance at maturity.

fg. Stormwater Integration:

Where topography and slope condition permit, the landscape buffer parking lot landscaping shall integrate parking lot stormwater treatment in bioswales and related plantings

- While integration of stormwater facilities into the parking area landscaping is encouraged, required parking lot trees shall not be placed in stormwater facilities designed for future soil media replacement.

Use of berms or drainage swales are allowed provided that planting areas with lower grade are constructed so that they are protected from vehicle maneuvers. Drainage swales shall be constructed to Public Works Standards

3. Coordination of Landscaping with Sign Plans: In addition to the application requirements of section 4.035(-.04)6.d., where

- **Where** view of signs is pertinent to landscape design, any approved or planned sign plan shall accompany the application for landscape design approval.

34. Additional Design Standards for Large Parking Areas:

- Due to their large amount of impervious surface, new development with parking areas of more than 200 spaces that are located in any zone, and that may be viewed from the public right-of-way, shall be landscaped to **meet** the following additional standards:

a. ~~One trees shall be planted per six parking spaces or fraction thereof. At least 25 percent of the required trees must be planted in the interior of the parking area.~~

b. ~~Required trees may be planted within the parking area or the perimeter, provided that a minimum of 40 percent of the canopy dripline of mature perimeter trees can be expected to shade or overlap the parking area. Shading shall be determined based on shadows cast on the summer solstice.~~

ca. Internal Pedestrian Walkways:

- ~~All p~~ Parking lots in excess of 200 parking spaces shall provide an internal pedestrian walkway for every six parking aisles.
- Minimum walkway clearance shall be at least five feet in width.
- Walkways shall be designed to provide pedestrian access to parking areas in order to minimize pedestrian travel among vehicles.
- Walkways shall be designed to channel pedestrians to the ~~front~~ **main** entrance of the building.

db. Street-like Features Along Drive Aisles:

- Parking lots more than three acres in size shall provide street-like features along principal drive aisles, including curbs, sidewalks, street trees or planting strips, and bicycle routes.

ec. Increased Landscape Buffer:

- All parking lots viewed from the public right-of-way shall have a minimum 12 foot landscaped buffer extending from the edge of the property line at the right-of-way to the edge of the parking area.
- Buffer landscaping shall meet the low screen standard of 4.176(.02)D except that trees, groundcovers and shrubs shall be grouped to provide visual interest and to create view openings no more than ten feet in length and provided every 40 feet.
- Notwithstanding this requirement, view of parking area that is unscreened from the right-of-way due to slope or topography shall require an increased landscaping standard under 4.176(.02) in order to buffer and soften the view of vehicles as much as possible.
- For purposes of this section, "view from the public right-of-way" is intended to mean the view from the sidewalk directly across the street from the site, or if no sidewalk, from the opposite side of the adjacent street or road.

e. Tree Planting Location:

- At least 25 percent of the required trees shall be planted in the interior of the parking area.

- f. ~~Where topography and slope condition permit, the landscape buffer shall integrate parking lot storm water treatment in bioswales and related plantings. Use of berms or drainage swales are allowed provided that planting areas with lower grade are constructed so that they are protected from vehicle maneuvers. Drainage swales shall be constructed to Public Works Standards~~
- g. ~~In addition to the application requirements of section 4.035(.04)6.d., where view of signs is pertinent to landscape design, any approved or planned sign plan shall accompany the application for landscape design approval.~~

[...]

E. In all multi-family dwelling developments, there shall be sufficient areas established to provide for parking and storage of motorcycles, mopeds and bicycles **bicycle parking is required as indicated in section 4.155 (.04). Additionally, areas to provide for parking and storage of mopeds or motorcycles are encouraged.** Such areas shall be clearly defined and reserved for the exclusive use of these vehicles.

F. ~~Except for single family dwelling units and middle housing, on-street parking spaces, directly adjoining the frontage of and on the same side of the street as the subject property, may be counted towards meeting the minimum off-street parking standards.~~

~~G. F.~~ Table 5 shall be used to determine the ~~minimum and maximum parking standards~~ **requirements and allowances** for various land uses. The number of ~~required~~ parking spaces **related to the requirements and allowances** shown on Table 5 shall be determined by rounding to the nearest whole parking space. ~~For example, a use containing 500 square feet, in an area where the standard is one space for each 400 square feet of floor area, is required to provide one off-street parking space. If the same use contained 600 square feet, a second parking space would be required. Structured parking and on-street parking are exempted from the parking maximums in Table 5.~~

~~H. G.~~ **Electrical Vehicle (EV) Charging Stations Infrastructure Requirements:**

~~1. Parking spaces designed to accommodate and provide one or more electric vehicle charging stations on site may be counted towards meeting the minimum off-street parking standards.~~

1. Applicability:

- **The requirements apply equally whether Charging Stations are installed with the initial development of the parking area or at a later date. As such, the requirements focus on readiness for, not installation of, Charging Stations.**
- **The requirements apply to all new off-street parking areas for the multi-family and non-residential land uses indicated in this section.**

2. Residential and Mixed-Use Development:

- **For any residential or mixed-use development with five or more dwelling units on a single lot, at least 40 percent of all off-street vehicle parking spaces must be EV Ready, meeting the requirements in 4. below. No waivers, administrative relief, or variance requests are permitted.**

3. Other Uses:

- Private commercial and industrial parking areas must comply with minimum EV infrastructure standards set by the Building Code. EV infrastructure required by the Building Code shall also meet the Standards in Subsections 4. c. and f. below.

4. EV Ready Requirements:

- For a vehicle parking space to be considered EV Ready, and thus count towards the minimum in 3. above and meeting the requirements of 3. above, the following requirements shall be met:
 - a. Designation of Charging Station Locations:
 - A location is designated for a device or multi-component facility to deliver electricity to a vehicle parked in the space.
 - b. Sizing of Electrical Service to Site:
 - Electrical service to the site is sized for the cumulative number of Charging Stations and supporting electrical equipment.
 - c. Space for On-site Electrical Equipment to Support Capacity:
 - Space shall be designated within a building, or elsewhere at the site where screening standards in Section 4.176 can be met, for on-site electrical equipment, including overcurrent devices, with the capacity to serve the Charging Stations.
 - d. Conduit:
 - Conduit shall be installed between the Charging Stations Locations and supporting electrical service and equipment;
 - Conduit shall support electrical wiring for a Level 2 EV Charging Station;
 - Unless connected to Charging Stations during initial development, the conduit shall have labels on both ends to mark the conduit as provided for future Charging Stations.
 - f. Coordination of Charging Stations with Other Site Elements:
 - The location of Charging Stations and supporting equipment shall be coordinated and placed to avoid conflicts with other site elements during site planning including landscaping, screening, stormwater facilities, and pedestrian facilities.

~~26. Modification of existing parking spaces to accommodate electric vehicle charging stations~~ EV Charging Stations ~~on-site~~ is allowed outright.

I. *Motorcycle parking:*

~~1. Motorcycle parking may substitute for up to five spaces or five percent of required automobile parking, whichever is less. For every four motorcycle parking spaces provided, the automobile parking requirement is reduced by one space.~~

1. ~~Each motorcycle~~ **Motorcycle parking** spaces must be at least four feet wide and eight feet deep. Existing parking may be converted to take advantage of this provision.

(.04) *Bicycle Parking:*

[...]

B. Standards for Required Bicycle Parking:

[...]

4. Bicycle lockers or racks, when provided, shall be securely anchored. **Unless within a lockable space only available to authorized users, racks shall allow ways to lock at least two points on a bicycle.**

5. Bicycle parking shall be located within 30 feet of the main entrance to the building or inside a building, in a location that is well-lit and easily accessible for bicycles. For multi-tenant developments, with multiple business entrances, bicycle parking may be distributed on-site among more than one main entrance.

6. Bicycle parking areas shall include parking spaces to accommodate large bicycles, including family and cargo bicycles.

~~6. Z.~~ With Planning Director approval, on street vehicle parking can also be used for bicycle parking.

[...]

TABLE 5: PARKING STANDARDS			
USE	PARKING MINIMUMS	PARKING MAXIMUMS	BICYCLE MINIMUMS
a. Residential			
1. Single-family dwelling units, middle housing,	1 per dwelling unit.^{1,2} 2 spaces are encouraged for dwelling units over 1000 square feet.³	No Limit	
2. Accessory dwelling unit	None required	No limit	None required

TABLE 5: PARKING STANDARDS

USE	PARKING MINIMUMS	PARKING MAXIMUMS	BICYCLE MINIMUMS
3. Multiple-family dwelling units	1 per D.U. (less than 500 sq. ft.) 1.25 per D.U. (1 bdrm) 1.5 per D.U. (2 bdrm) 1.75 per D.U. (3 bdrm) Within the TC Zone, parking minimum is 1 per DU, regardless of the number of bedrooms, if constructed as a residential only building	No Limit <u>1.2 spaces/studio unit and 2 spaces/non-studio unit</u>	1 per D.U.
4. Manufactured or mobile home park	2 spaces/unit²	No Limit	1 per D.U.
b. Commercial Residential			
1. Hotel	1 per 1,000 sq. ft.	No Limit	1 per 5 units Min. of 2
2. Motel	1 per 1,000 sq. ft.	No Limit	1 per 5 units Min. of 2
3. Clubs, Lodges	Spaces to meet the combined requirements of the uses being conducted	No Limit	1 per 20 parking spaces Min. of 2

TABLE 5: PARKING STANDARDS

USE	PARKING MINIMUMS	PARKING MAXIMUMS	BICYCLE MINIMUMS
	such as hotel, restaurant, auditorium, etc.		
c. Institutions			
1. Welfare or correctional institution	1 space/3 beds for patients or inmates	No Limit	1 per 50 beds Min. of 2
2. Convalescent hospital, nursing home, sanitarium, rest home, home for the aged	1 space/2 beds for patients or residents	No Limit	1 per 6,000 sq. ft. Min. of 2
3. Hospital	2 spaces/bed	No Limit	1 per 20 parking spaces Min. of 2
d. Places of Public Assembly			
1. Church	1 space/4 seats, or 8 ft of bench length in the main auditorium	.8 per seat	1 per 50 seats Min. of 2

TABLE 5: PARKING STANDARDS

USE	PARKING MINIMUMS	PARKING MAXIMUMS	BICYCLE MINIMUMS
2. Library, reading room, museum, art gallery	2.5 per 1,000 sq. ft.	No Limit	1 per 1,000 sq. ft. Min. of 6
3. Preschool nursery, kindergarten	.2 per student and staff	.3 per student and staff	1 per 3,500 sq. ft. Min. of 2
4. Elementary or Middle School	.2 per student and staff	.3 per student and staff	8 per class (above 2 nd grade) K—2 nd grade: 1 per 3,500 sq. ft.
5. High School	.2 per student and staff	.3 per student and staff	4 per class
6. College, commercial school for adults	.2 per student and staff	.3 per student and staff	1 per class Min. of 4
7. Other auditorium, meeting rooms	.3 per seat	.5 per seat	1 per 50 seats Min. of 4
8. Stadium, arena, theater	.3 per seat	.5 per seat	1 per 40 seats Min. of 4
9. Bowling alley	4 spaces/lane	No Limit	1 per 10 lanes Min. of 2

TABLE 5: PARKING STANDARDS

USE	PARKING MINIMUMS	PARKING MAXIMUMS	BICYCLE MINIMUMS
10. Dance hall, skating rink, gym, swim or fitness center	4.3 per 1,000 sq. ft.	6.5 per 1,000- sq. ft.	1 per 4,000 sq. ft. Min. of 2
11. Tennis or racquetball facility	1 per 1,000 sq. ft.	1.5 per 1,000 sq. ft.	1 per court Min. of 2
e. Commercial			
1. Retail store except supermarkets and stores selling bulky merchandise and grocery stores 1,500 sq. ft. gross floor area or less	4.1 per 1,000 sq. ft.	6.2 <u>5</u> per 1,000 sq. ft.	1 per 4,000 sq. ft. Min. of 2
2. Commercial retail, 1,501 sq. ft. or more	4.1 per 1,000 sq. ft. There is no minimum off-street parking requirement within the TC zone for commercial retail less than 5,000 sq. ft. and within a mixed-use building	6.2 <u>5</u> per 1,000 sq. ft.	1 per 4,000 sq. ft. Min. of 2

TABLE 5: PARKING STANDARDS

USE	PARKING MINIMUMS	PARKING MAXIMUMS	BICYCLE MINIMUMS
3. <u>Service Automobile service, dealerships or repair shops</u>	4.1 per 1,000 sq. ft.	6.2 per 1,000 sq. ft.	1 per 4,000 sq. ft.
4. Retail stores and outlets selling furniture, automobiles or other bulky merchandise where the operator can show the bulky merchandise occupies the major areas of the building	1.67 per 1,000 sq. ft.	6.2 per 1,000 sq. ft.	1 per 8,000 sq. ft. Min. of 2
5. Office or flex space (except medical and dental) Bank with drive-thru	2.7 per 1,000 sq. ft. 4.3 per 1,000 sq. ft.	4.1 per 1,000 sq. ft. 6.5 <u>5</u> per 1,000 sq. ft.	1 per 5,000 sq. ft. Min. of 2
6. Medical and dental office or clinic area	3.9 per 1000 sq. ft.	5.9 <u>5</u> per 1,000 sq. ft.	1 per 5000 sq. ft. Min. of 2
7. Eating or drinking establishments Fast food (with drive-thru) Other	15.3 per 1,000 sq. ft. 9.9 per 1000 sq. ft.	23 per 1,000 sq. ft. 14.9 per 1,000 sq. ft.	1 per 4000 sq. ft. Min. of 4

TABLE 5: PARKING STANDARDS

USE	PARKING MINIMUMS	PARKING MAXIMUMS	BICYCLE MINIMUMS
8. Mortuaries	1 space/4 seats, or 8ft. of bench length in chapels	No Limit	Min. of 2
f. Industrial			
1. Manufacturing establishment	1.6 per 1,000 sq. ft.	No Limit	1 per 10,000 sq. ft. Min. of 6
2. Storage warehouse, wholesale establishment, rail or trucking freight terminal	.3 per 1,000 sq. ft.	.5 per 1,000 sq. ft.	1 per 20,000 sq. ft. Min. of 2
g. Park & Ride or Transit Parking	As needed	No Limit	10 5 per acre, minimum of 4 , with 50% in lockable enclosures

NOTES:

¹⁺ ~~No additional off-street parking is required for a triplex or quadplex created through the addition to, or conversion of, an existing single-family detached dwelling.~~

²⁺ ~~Garages (except for parking structures in the Town Center) do not count towards minimum parking unless all the requirements of Subsection [4.155 \(.02\) Q.](#) are met.~~

³⁺ ~~No permit for single-family dwelling units, middle housing, or multiple-family dwelling units of nine or fewer units shall be denied based on only providing one parking space per unit.~~

² For land uses with more than 65,000 square feet of floor area, surface parking may not consist of more area than the floor area of the building.

³ Non-surface-level parking, such as tuck-under parking, underground and subsurface parking, and parking structures are exempt from maximum requirements.

(.05) *Minimum Off-Street Loading Requirements:*

[...]

~~5. Off-street parking areas used to fulfill the requirements of this Ordinance shall not be used for loading and unloading operations except during periods of the day when not required to meet parking needs.~~

B. *Exceptions and Adjustments:*

[...]

(.06) *Carpool and Vanpool Parking Requirements:*

A. Carpool and vanpool parking spaces shall be identified for the following uses:

1. Designated employee parking areas in all new developments with more than 50 parking spaces,

~~1-~~ **2.** New commercial and industrial developments with 75 or more parking spaces,

~~2-~~ **3.** New institutional or public assembly uses, and

~~3-~~ **4.** Transit park-and-ride facilities with 50 or more parking spaces.

[...]

~~(.07) *Parking Area Redevelopment.*~~

~~The number of parking spaces may be reduced by up to ten percent of the minimum required parking spaces for that use when a portion of the existing parking area is modified to accommodate or provide transit-related amenities such as transit stops, pull-outs, shelters, and park and ride stations.~~

I.

Section 4.172. - Flood Plain Regulations

[...]

(.07) General Standards:

[...]

I. Parking Lots and Storage Areas:

1. All parking lots and storage areas below the flood plain elevation shall be paved.
2. A minimum of 25 percent of the ~~required~~ **provided** parking spaces must be provided above the 100-year flood plain elevation for all non-residential uses.
3. Residential uses **providing one or more parking spaces per unit** shall provide at least one parking space per unit above the 100-year flood plain elevation.

[...]

Section 4.184. - Conditional Use Permits—Authorization

[...]

(.07) Conditional Use Regulations—Service Stations.

[...]

F. Access, Parking and Circulation Requirements:

[...]

~~2. On-site parking shall be provided for each employee on duty. The peak employment period shall be used to determine the number of employee parking spaces.~~

~~3.~~ 2. No vehicles subject to the control of the operator of the premises may temporarily be parked on sidewalks, parkways, driveways, alleys or other public ways.

[...]

Section 4.191. - Non-Conforming Site Conditions

[...]

(.05) A structure with non-conforming site conditions may be expanded or enlarged, provided that there is a proportional decrease in the non-conforming site conditions. For example, an application to expand the floor area of a building by 10%, on a site that has 20% shortage of required **bicycle** parking, will be permitted, provided that at least a 10% increase in **bicycle** parking is also provided.

Section 4.430. - Location, Design and Access Standards for Mixed Solid Waste and Recycling Areas.

[...]

(.02) *Location Standards:*

[...]

F. Exterior storage areas can be located in a parking area, ~~the proposed use provides at least the minimum number of parking spaces required for the use after deducting the area used for storage.~~ Storage areas shall be appropriately screened according to the provisions of [Section 4.430\(.03\)](#), below.

[...]

Section 4.803. - Development Review Standards.

(.01) The following development standards are applicable to all WCF and SWF applications:

[...]

~~L. *Parking.* No net loss in minimum required parking spaces shall occur as a result of the installation of any WCF.~~

ORDINANCE NO. 899 CFEC Parking DEVELOPMENT CODE AMENDMENTS

Public Hearing

FINDINGS REPORT

INTRODUCTION

This Findings Report provides evidence demonstrating how the City of Wilsonville's adoption of amendments related to the CFEC Parking Compliance and Standards Reform Public Hearing – Ordinance No. 899 (the proposal) complies with applicable City, Metro, and State policies and regulations. Please refer to the complete project record for additional information supporting adoption of the proposed Development Code amendments.

STATEWIDE PLANNING GOALS

The proposed Development Code amendments maintain compliance with the City's Comprehensive Plan which has been acknowledged to comply with Statewide Planning goals.

OREGON ADMINISTRATIVE RULES

OAR 660-012-0400 - PARKING MANAGEMENT

OAR 660-012-0400 mandates that the City of Wilsonville comply with the parking-related provisions of the Climate Friendly and Equitable Communities (CFEC) regulations, specifically OAR 660-012-0400 through -0450. This rule delineates the three available compliance pathways. Pursuant to the provisions of OAR 660-012-0420, the City's decision to eliminate minimum parking requirements renders it exempt from the obligations set forth in OAR 660-012-0425, -0430, -0435, -0440, -0445, and -0450.

As the primary function of this rule is to define compliance alternatives, no amendments to the Wilsonville Development Code (WDC) are necessary to satisfy its requirements.

OAR 660-012-0405 PARKING REGULATION IMPROVEMENTS

New requirements under rule -0405 address any new parking that is developed or redeveloped, and fall under eight broad categories. These are cited below, along with Code updates needed to meet these rules.

OAR (660-012-0405(1)(A)) PREFERENTIAL PLACEMENT OF CARPOOL/VANPOOL PARKING

WDC currently requires preferential parking for carpools/vanpools in three cases, per 4.155(.06)A; however, it does not specify a requirement in "designated employee parking areas in new developments with more than 50 parking spaces." The proposed Code edits add this as an additional case where preferential carpool/vanpool parking is required.

This additional case is added as WDC 4.155(.06)A.1, with the existing three cases following, ordered for clarity.

OAR (660-012-0405(1)(B)) ALLOW REDEVELOPMENT OF A PORTION OF A PARKING LOT FOR BIKE OR TRANSIT USES

WDC 4.155(.07) allows for redevelopment of parking areas consistent with this rule, albeit with the stipulation that parking can only be reduced by “up to ten percent of the minimum required parking spaces for that use.”

The proposed Code strikes the ten percent stipulation from WDC 4.155(.07) and specifies that any portion of a parking area may be redeveloped for these uses, as specified by this rule.

OAR (660-012-0405(2)) ALLOW AND ENCOURAGE REDEVELOPMENT OF UNDERUSED PARKING

WDC 4.155(.02) H currently prohibits the use of required parking spaces for any use besides parking unless a temporary permit is obtained pursuant to WDC 4.163. It is also noted that WDC 4.155(.02) P, which is proposed to be retained as-is, permits parklets within on-street parking spaces.

The proposed Code would remove language from WDC 4.155(.02) H related to requirements to satisfy Rule -0420, and a new section is added following (WDC 4.155(.02) F under the new numbering) to define specific regulations around redevelopment of parking.

OAR (660-012-0405(3)) ALLOW AND FACILITATE SHARED PARKING

Shared parking is allowed via WDC 4.155(.02) E, and further addressed within WDC 4.155(.02) S, which incentivizes shared parking by allowing for lot size or open space reductions when shared visitor parking meeting certain requirements is developed in residential areas.

No Code changes are needed or proposed to address this Rule.

OAR (660-012-0405(4)(A)) TREE CANOPY, SOLAR, OR FEE-IN-LIEU, FOR PARKING MORE THAN ½ ACRE

This rule states that Wilsonville must require any or all of the following for new parking areas larger than ½ acre:

- A) Require installation of solar panels capable of generating 0.5 kilowatts per new parking space;
- B) Require a fee-in-lieu payment of \$1,500 per new parking space to be invested in a city, county, or state fund dedicated to renewable energy development; or
- C) Require a tree canopy covering 40% of the parking lot.

WDC currently includes extensive landscaping requirements, however there are areas where updates are needed to fully comply with this section and -0405(b) and (c) described below.

To meet all requirements and to add additional clarity to existing landscaping requirements, WDC 4.155(.03)B.2 was rewritten to comprehensively describe landscaping and connectivity requirements, specifying minimum requirements and additional requirements for parking areas with more than 40 stalls (approximately equivalent to ½ acre to meet CFEC’s requirement).

While not necessary to comply with CFEC, WDC 4.155(.03)B.3 is added to retain the requirement that landscaping does not block road signs and, WDC 4.155(.03)B.4 specifies further requirements for areas larger than 200 spaces, retaining and reorganizing for clarity Wilsonville’s existing requirements for these larger parking areas.

Additionally, the code amendments include a solar option allowed via WDC 4.155(.03)B.2.d, structured per feedback received from Planning Commission and City Council.

New parking more than ½ acre must have trees along driveways or 30% tree canopy coverage for the parking area (660-012-0405(4)(b)), which the existing Code and Code amendments enable.

The updates to WDC 4.155(.03)B.2 specify tree planting ratios and canopy calculations and requirements for parking areas larger than 40 spaces, meeting (and in many cases exceeding) the requirements set forth in this rule.

OAR (660-012-0405(4)(C)) PEDESTRIAN CONNECTIONS THROUGH LARGE PARKING LOTS

WDC 4.154(.01) describes pedestrian access and circulation requirements which are applicable to parking areas. These meet the requirements set forth by this rule. Some clarifying text to WDC 4.155(.03)B.4.a was added for consistency between the Code sections.

OAR (660-012-0405(5)) PARKING MAXIMUMS IN APPROPRIATE LOCATIONS

This rule requires implementation of parking maximums in “appropriate locations, such as downtowns, designated regional or community centers, and transit-oriented developments.” Since Wilsonville currently has citywide parking maximums, it currently meets this requirement with no updates needed.

Note that some maximums within WDC 4.155 Table 5 are adjusted in the proposed Code to come into compliance with OAR 660-012-0415. This is described below.

OAR 660-012-0410 ELECTRIC VEHICLE CHARGING (OAR 660-012-0410)

Rule -0410 calls for new private multi-family residential or mixed-use developments with five or more residential dwelling units to install conduits to serve 40% of vehicle parking spaces. Currently, Wilsonville’s code allows for EV charging and parking per 4.155(.03)H, however the provisions do not meet the 40% requirement.

The proposed Code language is updated to conform to the letter of Rule -0410, eliminating references to minimum requirements and adding the 40% requirement to WDC 4.144(.03)H.1. To add additional clarity, definitions for “electrical service capacity” and “electric vehicle charging station” are added to WDC 4.001.

OAR 660-012-0415 PARKING MAXIMUMS

As a city of more than 25,000 Wilsonville is subject to rule -0415, which requires implementation of certain maximum parking requirements within the transit corridors and rail stop areas listed in OAR 660-012-0440, as described above. Wilsonville currently has maximum requirements specified for all applicable uses, although some are set higher than the new rules allow.

To comply with this rule, WDC 4.155 Table 5 and WDC 4.125 Table V-2 are updated to reduce maximums, for all applicable commercial uses, to five spaces per 1,000 s.f., and establish maximum requirements of 1.2 spaces per studio apartment and 2 spaces per other unit of multi-family housing. Additionally, a note has been added below Table 5 stipulating that for developments of more than 65,000 s.f., surface parking may not consist of more area than the floor area of the building.

OAR 660-012-0420 EXEMPTION FOR COMMUNITIES WITHOUT PARKING MANDATES

This rule states that cities that do not include parking mandates within land use regulations are exempt from OARs -0425 through -0450.

To ensure that Wilsonville is in compliance here and exempt from Rules -0425 through -0450, the following changes have been made to the Code:

WDC 4.155.02, General Provisions, has been edited extensively to remove references to parking requirements, and change applicability of any relevant design requirements to parking that has been “provided” rather than “required.”

WDC 4.155 Table 5 has been edited to remove all minimum requirements, and the notes below the table edited or eliminated.

WDC 4.125 Table V-2, which specifies parking requirements specific to the Village Zone, has been edited to remove all minimum requirements. References to parking requirements elsewhere in the code have been edited or removed as appropriate.

OAR 660-012-0630 BICYCLE PARKING REQUIREMENTS

Lastly, several new requirements regarding bicycle parking are introduced via Rule -0630. These fall under four categories, summarized below.

OAR (660-012-630(2)) MINIMUM BICYCLE PARKING REQUIREMENTS FOR CERTAIN USES

WDC 4.155 Table 5 specifies bicycle parking requirements and includes a minimum requirement for all uses specified by this rule.

WDC is currently in compliance and no changes are needed here.

OAR (660-012-630(3)) COVERED BICYCLE PARKING REQUIRED FOR MULTIFAMILY AND MIXED-USE RESIDENTIAL

In addition to requiring the minimum number of parking spaces above, this rule stipulates that cities must require at least 0.5 stalls per unit in covered bicycle parking.

WDC 4.155.04.C meets this Rule, requiring half of the one-per-unit minimum from Table 5 to be covered (as well as monitored). No changes are needed or recommended here.

OAR (660-012-630(4)) BIKE PARKING MUST MEET CERTAIN STANDARDS REGARDING SECURITY AND ACCESSIBILITY

This rule specifies several design standards for bike parking.

WDC 4.155(.04) adequately addresses requirements regarding the size of spaces, accessibility, and location. The proposed updates include a requirement that stalls allow for two points to which to lock, a requirement that the space be well-lit, and a provision to allow for cargo bikes or family bikes. These updates bring WDC into full compliance with this section.

OAR (660-012-630(5)) PROVIDE PARKING FOR BIKES AND OTHER “SMALL-SCALE MOBILITY DEVICES” AT KEY DESTINATIONS

This regulation is worded fairly loosely, and based on feedback from DLCDD is intended to apply more to right-of-way management policies than development code.

No updates to development code are needed to comply here. For on-street considerations, requirements here can be addressed when Wilsonville next updates its TSP

METRO- REGIONAL TRANSPORTATION FUNCTIONAL PLAN TITLE 4 PARKING MANAGEMENT

3.08.410 A. AND C.- PARKING RATIOS

3.08.410.A. mandates that the City of Wilsonville establish both minimum and maximum parking ratios compliant with Table 3.08-3, with minimum ratios requiring equal to or less than those shown.

With removal of all parking minimum ratios the minimum ratios will be less than Metro requirements. New parking maximum ratios established by the proposed Development Code amendments are also less than those required by Metro.

3.08.410.F. - LARGE PARKING LOTS

3.08.410 F. requires that parking lots greater than 3 acres have street-like features including curbs, sidewalks and street trees or planting strips. The proposed Code amendments maintain this existing requirement for parking areas greater than 3 acres.

3.08.410 H. - BICYCLE PARKING

3.08.410.H. establishes bicycle parking including certain amounts of short-term and long-term parking. All modifications of existing bicycle parking requirements to comply with the State Administrative Rules remain in compliance with Metro requirements.

WILSONVILLE COMPREHENSIVE PLAN AND DEVELOPMENT CODE

The Wilsonville Comprehensive Plan and Development Code establish how Code amendments may be initiated and reviewed by the City.

CITIZEN INVOLVEMENT

GOAL 1.1: To encourage and provide means for interested parties to be involved in land use planning processes, on individual cases and City-wide programs and policies.

Policy 1.1.1: The City of Wilsonville shall provide opportunities for a wide range of public involvement in City planning programs and processes.

Response: By following the applicable implementation measures, see findings below, the City provided opportunities for public involvement encouraging, and providing means for, involvement of interested parties. Specific information on public involvement throughout the project can be found in the Outreach Report and its attachments included with the public hearing Staff Report.

Public notice of the public hearings was emailed to affected agencies and interested individuals. **These criteria are met.**

Implementation Measure 1.1.1.a. Early Involvement

Response: The City reached out early in the process before drafting decision were made on the amendments seeking public input. The Planning Commission, City Council, and community members had the opportunity to comment on the proposed amendments in public work sessions. The City held 6 work sessions with the Planning Commission and City Council. These work sessions were televised, streamed online, and open to the public. **This criterion is met.**

Implementation Measure 1.1.1.e. Encourage Participation of Certain Individuals, Including Residents and Property Owners

Response: Through the task force meetings, online survey, public open house, work sessions, and public hearings, the City has encouraged the participation of a wide variety of individuals addressing the groups listed above. **This criterion is met.**

Implementation Measure 1.1.1.f. Procedures to Allow Interested Parties to Supply Information

Response: The City afforded interested parties the opportunity to provide oral input and testimony during the public hearings. In addition, the City afforded them the opportunity to provide written input and testimony. Throughout the work sessions, the City also encouraged and afforded opportunity for comments either in writing, in-person, or virtually at Planning Commission meetings. **This criterion is met.**

Implementation Measure 1.1.1.g. Types of Planning Commission Meetings, Gathering Input Prior to Public Hearings

Response: Prior to the scheduled public hearing on the amendments, the Planning Commission held four work sessions open to the public on December 11, 2024, January 8, 2025, April 9, 2025, and May 14, 2025, during which the Planning Commission considered public input and provided feedback, which was incorporated into the current draft. **This criterion is met.**

Implementation Measure 1.1.1.h. Public Notices for Planning Commission Meetings

Response: The notice regarding the public hearing clearly indicated the type of meeting. **This criterion is met.**

GOAL 1.2: For Wilsonville to have an interested, informed, and involved citizenry.***Policy 1.2.1: The City of Wilsonville shall provide user-friendly information to assist the public in participating in City planning programs and processes.***

Response: During this process, an interested parties list was developed through the *Let's Talk, Wilsonville!* and the public open house. These contacts, as well as online and print information to the general public, continued to serve as the basis for outreach during the review of the amendments. Through the Planning Commission and City Council work session schedules, public hearing notices, Planning Commission meeting minutes, project-related materials and announcements on the City website and *Let's Talk, Wilsonville!*, an online survey, and information in the *Boones Ferry Messenger*, the City has informed and encouraged the participation of a wide variety of individuals. **These criteria are met.**

Implementation Measures 1.2.1.a., b., c. User Friendly Information for Public

The published hearing notices and other meeting notices provided user-friendly information about the purpose, location, and nature of the meetings as has been standardized by the City. The notices widely publicized different ways for interested parties to participate, access additional information about the proposal, and staff contact information for questions they may have. The notice to interested parties provided the necessary information for them with access to the draft amendments on which the Planning Commission will base their decision. **This criterion is met.**

Policy 1.3: The City of Wilsonville shall coordinate with other agencies and organizations involved with Wilsonville's planning programs and policies.***Implementation Measure 1.3.1.b. Coordinate Planning Activities with Affected Agencies***

Response: The appropriate agencies have been notified through the DLCD notice and/or the Public Hearing Notice. Any comments will be entered into the public hearing record to be considered. **This criterion is met.**

COMPREHENSIVE PLAN IMPLEMENTATION MEASURE RELATED TO PARKING MINIMUMS

Implementation Measure 3.3.1.h. Consider reducing parking requirements where it can be shown that transit and/or bicycle pedestrian access will reduce vehicular trips.

The Development Code amendments fulfill this implementation measure by a reduction (e.g., eliminating) to minimum parking requirements citywide.

PROCEDURES – DEVELOPMENT CODE AMENDMENTS

Section 4.032 Authority of the Planning Commission: *This section specifies that the Planning Commission sits as an advisory body, making recommendations to the City Council on a variety of land use issues. The Commission has the authority to review and make recommendations on amendments to the Development Code.*

Response: The Planning Commission will conduct a public hearing and provide the City Council with a recommendation on adoption of the Development Code text amendments. The City Council is the final local authority on this proposal. **At conclusion of the public hearing process, these criteria will be met.**

Section 4.033 – Authority of City Council: *This section specifies that the City Council has final decision-making authority on amendments to the text of the Development Code as authorized in Section 4.197.*

Response: The City Council will receive a recommendation from the Planning Commission on the Development Code text amendments. The City Council is the final local authority regarding this proposal, which will be adopted via Ordinance following a public hearing and a review of evidence and testimony. **At conclusion of the public hearing process, these criteria will be met.**

Section 4.197 – Development Code Amendments—Adoption by the City Council: *This section provides standards for the review of Development Code amendments, integrating the applicable criteria outlined in the Introduction section, Procedures subsection, of the Comprehensive Plan.*

Subsection 4.197 (.01) Procedures and Criteria

Response: Findings in this document confirm that the process to amend the Development Code text followed applicable procedures. Findings in this document establish that the proposed Development Code amendments meet the criteria including complying with applicable Comprehensive Plan goals, do not conflict with other code text not being amended, compliance with State Administrative Rules, and is necessary to comply with State law. The development and adoption of the proposed Development Code amendments followed the applicable procedures as follows: the Planning Commission initiated the legislative Plan amendments; the City Council will consider the amendments after receiving findings and recommendations from the Planning Commission and public testimony; and amendments were provided

sufficiently in advance of the first evidentiary Planning Commission hearing to allow adequate time for providing public notice and preparing a staff report on the proposal. **This criterion is met.**

Ordinance No. 899

Exhibit C

Planning Commission No. LP25-0002 and Record

Link:

https://www.wilsonvilleoregon.gov/sites/default/files/fileattachments/city_council/meeting/130032/05_ord_no_899_exhibit_c_record.pdf

QUARTERLY UPDATE - COUNCIL WORK PLAN 2025-2027			
Goal 1: Financial Health			
PROJECT	STAFF LEAD	FY 2025-26 QUARTER 1 UPDATE	ANTICIPATED NEXT STEPS
Outcome: Explore cost savings/efficiencies and alternative revenue options for sustainable fiscal health			
(1) Strategy: Analyze and quantify possible increased revenue generation options, including standardized indexing for all fees, increasing privilege tax percentages, and possible police levy with estimates of revenue generated	Katko	<p>An analysis is currently underway with a focused effort on enhancing General Fund revenues. A significant City financial challenge lies in the General Fund, with related pressures in the Community Development (CD) Fund. The General Fund is under increasing strain due to rising operational costs, limited property tax growth, and aging infrastructure—especially in parks and public safety. This also limits the Fund’s ability to support CD operations such as planning. Central to this work are two widely used municipal tools—a Parks Maintenance Fee and a Local Option Levy—which present strong potential for generating meaningful General Fund inflow. The analysis also includes a comparison of the overall tax and fee burden in similar local cities, specifically as it relates to General Fund-supported services such as Parks, Police, Library, and General Government. While utility fee indexing is not directly linked to the General Fund, this strategic initiative is essential part of the City’s broader financial strategy. The initial approach will address this incrementally, beginning with sewer and stormwater rates, as part of the upcoming rate adjustment proposal. Road Maintenance fees are already indexed.</p>	Key findings will be consolidated and shared as part of a Parks Maintenance Fee proposal presentation, scheduled for Council review and consideration in November 2025.
(2) Strategy: Analyze and quantify possible cost-saving options, including reclaimed water for parks irrigation; strategic energy management within city facilities; targeted outsourcing; organizational efficiencies; level of service reductions	Katko	<p>Over the past five years, the City has actively transformed customer service through the development of a 24/7 digital City Hall, supported by user-friendly online platforms and streamlined communication channels. In alignment with this shift, staff are evaluating how staffing models can better support digital service delivery. This evaluation includes how concentrating in-person services during high-traffic hours, exploring alternative work schedules (such as 4-10s) front loaded towards the beginning of the week when foot traffic and night meetings are highest, evaluating walk-in lobby hours all together, and as well leveraging kiosk payment technology might provide some effective efficiencies. As an ongoing budgetary and human resource practice, the City continues to practice personnel vacancy control, reviewing each vacancy before deciding whether to refill the position. For the current budget year, this practice supports a broader cost-saving strategy centered on natural attrition. This approach allows for gradual staffing reductions without layoffs and promotes thoughtful succession planning, especially in key departments like Community Development and Planning, which are critical to managing growth, guiding land use decisions, and supporting economic development.</p> <p>The City partnered with the Energy Trust of Oregon last year and renewed their membership in the Strategic Energy Management program through December of this year. We’ve explored ways to make all of the building more energy efficient. We’ve received over the counter incentives for LED bulbs and we will be reimbursed up to \$10,000 for a student intern. We have already seen a reduction in the amount of energy used helping keep cost down as electricity rates continue to rise.</p> <p>The City has, at a high level, assessed opportunities of reclaimed water for park irrigation, with the goal of reducing overall water consumption, however the return on necessary investment and upfront cost would be a hurdle. There are two locations that the city could leverage for reuse water or underused well water to irrigate park land. It is not clear if either option be cost effective. (1) Nike well has potential for use in Memorial Park. This well facility would need to have new variable speed pumps installed and new pipe would need to be constructed between the well and existing irrigation system. (2) Wastewater Treatment Plant reuse water to irrigate in Boones Ferry Park. If the city would like to pursue this option, we would need to notify DEQ and update our permit. New pipes and potential a pump would need to be installed to get the water across Tauchman Street.</p>	As we move forward in this new fiscal year, we will have more quantifiable metrics to share with the Mid Year Budget Report distributed to Council and Budget Committee members.

Quarterly Update - Council Work Plan 2025-2027			
Goal 2: Public Safety			
Project	Staff Lead	FY 2025-26 Quarter 1 Update	Anticipated Next Steps
Outcome: Streamline response to code enforcement challenges			
(1) Strategy: Investigate enforcement solutions for RVs (and examine abandoned vehicle def'n in code)	Guile- Hinman	In May 2025, an inter-departmental project kick-off meeting was held for this Outcome and sub-groups for each strategy were assigned. Legal conducted the first work session with Council on this strategy on July 21.	Public outreach strategy will occur in the fall of 2025 and anticipated completion of this Outcome is September 2026.
(2)Strategy: Update Chapter 1 code enforcement process and penalties (incl. admin process instead of police citation)	Guile- Hinman	In May 2025, an inter-departmental project kick-off meeting was held for this Outcome and sub-groups for each strategy were assigned. Legal will be undertaking additional work sessions on this strategy in the coming months.	Anticipated completion of this Outcome is September 2026.
(3)Strategy: Update Nuisance code provisions, with particular review of noxious vegetation, property appearance, noise, and other chronic nuisances	Guile- Hinman	In May 2025, an inter-departmental project kick-off meeting was held for this Outcome and sub-groups for each strategy were assigned. Legal will be undertaking additional work sessions on this strategy in the coming months.	Anticipated completion of this Outcome is September 2026.
(4)Strategy: Investigate developing a graffiti enforcement/reward program	Guile- Hinman	In May 2025, an inter-departmental project kick-off meeting was held for this Outcome and sub-groups for each strategy were assigned. Legal will be undertaking additional work sessions on this strategy in the coming months.	Anticipated work session discussion on September 15, 2025 and completion of this Outcome is September 2026.
(5)Strategy: Review Clack Co administrative warrant process and consider whether City should adopt a similar local process	Guile- Hinman	In May 2025, an inter-departmental project kick-off meeting was held for this Outcome and sub-groups for each strategy were assigned. Legal will be undertaking additional work sessions on this strategy in the coming months.	Anticipated work session discussion on September 15, 2025 and completion of this Outcome is September 2026.
Outcome: Expand on-the-ground mental health resources to support community			
(6) Strategy: Develop pilot program for contracted peer support specialist	Guile- Hinman	On June 16, 2025, Council adopted Resolution No. 3202 authorizing this pilot program. Other than future project evaluation, this Strategy and Outcome have been completed.	PROJECT COMPLETE
Evaluate rental inspection program			
(7)Strategy: Undertake comparative analysis of other cities' rental inspection programs	D. Carlson	Staff initiated rental housing program discovery survey of comparable cities.	Continue work on jurisdictional survey.
(8)Strategy: Investigate developing a local Rental Inspection Program and related funding for program support	D. Carlson	Staff initiated discovery of models for regulatory framework and related funding mechanisms.	As part of the jurisdictional survey, begin to tabulate the results in order to develop a summary of frameworks and funding mechanisms for comparison to help inform future decision making.

Quarterly Update - Council Work Plan 2025-2027			
Goal 3: Parks			
Project	Staff Lead	FY 2025-26 Quarter 1 Update	Anticipated Next Steps
Outcome: Maintain existing maintenance levels of service with upcoming expansion (approx 30 acres)			
(1)Strategy: Educate about capital improvement projects from master plans and parks bond task force work and established maintenance standards from P&R MP	Ammerman	Many of these capital improvement projects (CIPs) were identified in the 2018 Park Master Plan. They were vetted by the 2020 Parks Bond Task Force and reviewed by the Parks and Recreation Advisory Board again in 2024. A list of deferred maintenance items will be compiled as well as additional park acreage coming online due to new development to present to City Council. A maintenance timeline will be developed also.	Anticipated work session discussion on October 20, 2025
(2)Strategy: Hire staff for future park/trail maintenance about to become responsibility of City	Ammerman	A staffing needs study (2025 - 2030) is currently underway and nearing completion.	Anticipated work session discussion on November 17, 2025
(3)Strategy: Evaluate maintenance fee to fund maintaining current parks level of service	Ammerman	The study was nearly complete in 2024 but was not finalized. It is being restarted and expected to be complete this fall.	Anticipated work session discussion on September 15, 2025
Quarterly Update - Council Work Plan 2025-2027			
Goal 4: Communications and Engagement			
Project	Staff Lead	FY 2025-26 Quarter 1 Update	Anticipated Next Steps
Outcome: Community understands Town Center Plan, Urban Renewal, and other funding sources for infrastructure through engagement to inform Council direction			
(1)Strategy: Hire consultant to develop and conduct education and outreach campaign on Town Center Plan, Urban Renewal, and other infrastructure funding sources	Cosgrove/ Troha	A consultant has been hired. On July 21, City Council directed staff to move forward with individual City Council interviews and stakeholder interviews.	Consultant to interview City Council Members and work with staff to develop stakeholder groups.
(2)Strategy: From outreach campaign, if specific areas of interest to review/reevaluate, develop strategy for such review to occur with specific policy recommendations as outcome	Cosgrove/ Troha	Not started. Strategy 2 will occur following the public out reach campaign.	
Outcome: Evaluate and improve online engagement tools to expand audience and reach			
(3)Strategy: Develop system(s) for tracking information/measures of success for different policies (e.g., tourism, housing)	Evans	Not started.	
(4) Strategy: Consider re-establishing/reimagining internal communications group	Evans	Not started.	
(5) Strategy: Review and evaluate outreach best practices for consistency and reach	Evans	Not started.	
(6) Strategy: Provide education on current communication strategies/opportunities (incl. recommended outreach policies reviewed by DEI Committee)	Evans	Not started.	