



## URBAN RENEWAL AGENCY - VIRTUAL ONLY AGENDA

January 18, 2024 at 5:00 PM

Remote Video Conferencing

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### PARTICIPANTS MAY ATTEND THE MEETING AT:

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:

or 503-570-1506

Individuals may submit comments online at: ,

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

### CALL TO ORDER

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

### CITIZEN INPUT

*This is an opportunity for visitors to address the Urban Renewal Agency on items not on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the Urban Renewal Agency 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.*

### CONSENT AGENDA

3. [URA Resolution No. 346](#)

[A Resolution of the City of Wilsonville Urban Renewal Agency Authorizing An Intergovernmental Agreement With The City Of Wilsonville Pertaining To Short Term Subordinate Urban Renewal Debt For The Coffee Creek Plan District For The Purpose Of Funding The Construction Of Capital Improvement Project By The Agency. \(Katko\)](#)

4. [URA Resolution No. 347](#)

[A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing The Termination Of Tax Increment Collection For The West Side Plan. \(Katko\)](#)

5. [URA Resolution No. 348](#)

[A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing Acquisition Of The Fifth Group Of Property And Property Interests Related To Construction Of The Boeckman Road Corridor Project.\(Barrett/Kraushaar\)](#)

6. [Minutes of the December 4, 2023 Urban Renewal Agency Meeting. \(Veliz\)](#)

**NEW BUSINESS**

**CONTINUING BUSINESS**

**PUBLIC HEARING**

**ADJOURN**

**THE URBAN RENEWAL AGENCY MEETING WILL**

**IMMEDIATELY FOLLOW THE WORK SESSION**

*Time frames for agenda items are not time certain (i.e. agenda items may be considered earlier than indicated). The City will endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting by contacting the City Recorder at 503-570-1506 or [CityRecorder@ci.wilsonville.or.us](mailto:CityRecorder@ci.wilsonville.or.us): assistive listening devices (ALD), sign language interpreter, and/or bilingual interpreter. Those who need accessibility assistance can contact the City by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication.*

*Habr  interpretes disponibles para aqu llas personas que no hablan Ingl s, previo acuerdo. Comun quese al 503-570-1506.*



**URBAN RENEWAL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> January 18, 2024		<b>Subject: URA Resolution No. 346</b> Intergovernmental Agreement (IGA) – City and Urban Renewal Agency/Coffee Creek to Lend and Repay \$500,000	
		<b>Staff Member:</b> Keith Katko, Finance Director	
		<b>Department:</b> Finance Department	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda		<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable  <b>Comments:</b> Action provides resources to fund FY 2023-24 Urban Renewal/Coffee Creek Capital Project Fund and is included in the FY 2023-24 Budget.	
<b>Staff Recommendation:</b> Staff recommends the Agency adopt the Consent Agenda.			
<b>Recommended Language for Motion:</b> I move to adopt the Consent Agenda.			
<b>Project / Issue Relates To:</b>			
<input type="checkbox"/> Council Goals/Priorities:	<input type="checkbox"/> Adopted Master Plan(s):	<input checked="" type="checkbox"/> Not Applicable	

**ISSUE BEFORE AGENCY:**

Agency action is needed to approve an Intergovernmental Agreement (IGA) for an overnight loan between the City of Wilsonville and the Urban Renewal (UR) Agency for \$500,000.

**EXECUTIVE SUMMARY:**

Under state law for urban renewal (ORS 457.435 and ORS 457.440), tax increment collections may only be spent to pay principal and interest on indebtedness. A General Fund overnight loan to the Urban Renewal (UR) Agency serves to release the tax collections for urban renewal funded capital projects. The overnight loan moves the taxes collected in the debt service fund to the capital fund for use in future projects. This strategic financing arrangement allows the City to save on the expenses associated with outside bonding. While there aren't any current year projects, transferring the funds to the capital fund allows for interest earnings to compound in the capital fund for future use for the projects outlined in the Coffee Creek Urban Renewal Plan

The City's General Fund has the capacity to loan the funds on an overnight basis and the Coffee Creek Plan District will have sufficient cash balances in its debt service fund to allow for repayment. The UR Agency is able to borrow from the City's General Fund provided both the City and Agency agree to the terms of the borrowing and it serves a public purpose. The terms of the borrowing are as follows:

- The City will lend to the UR Agency \$500,000 at the existing Oregon Short Term Fund savings rate at date of overnight loan.
- The overnight loan will take place before FYE 2024 and upon collection of adequate UR tax proceeds to pay back the loan the next day. The UR Agency will repay the amount from tax increment funds on hand the day after receipt of the loan.
- Total borrowing is subordinate to outstanding senior lien debt and will fully complete the plan's maximum indebtedness.

**EXPECTED RESULTS:**

Authorizing the IGA by the respective Resolution of the City and the UR Agency will provide cash resources of \$500,000 to pay for Coffee Creek related expenses.

**TIMELINE:**

The IGA anticipates the loan and repayment occurring before FYE 2024; upon collection of adequate UR tax proceeds to pay back the loan the next day.

**CURRENT YEAR BUDGET IMPACTS:**

This loan and the repayment were included in the adopted FY 2023-24 City and UR Agency budgets.

**COMMUNITY INVOLVEMENT PROCESS:**

This loan and the repayment were included as part of the adopted FY 2023-24 UR Agency budget process.

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

The borrowing will not directly impact local businesses or neighborhoods, however, the construction projects to be funded will have significant positive impact on both.

**ALTERNATIVES:**

Engage in borrowing from a financial institution. Using this process would take more time and cost the Urban Renewal Agency significantly more money.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. URA Resolution No. 346
  - A. Intergovernmental Agreement between the City of Wilsonville and the Urban Renewal Agency

**THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**  
**URA RESOLUTION NO. 346**

**A RESOLUTION OF THE CITY OF WILSONVILLE URBAN RENEWAL AGENCY AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF WILSONVILLE PERTAINING TO SHORT TERM SUBORDINATE URBAN RENEWAL DEBT FOR THE COFFEE CREEK PLAN DISTRICT FOR THE PURPOSE OF FUNDING THE CONSTRUCTION OF CAPITAL IMPROVEMENT PROJECT BY THE AGENCY.**

WHEREAS, the Urban Renewal Agency of the City of Wilsonville, Oregon (the “Agency”) finds it desirable to authorize an intergovernmental agreement with the City of Wilsonville, Oregon which is to provide short term borrowing proceeds in the amount of \$500,000 for its Coffee Creek Plan District for the construction cost for approved capital projects within the district; and,

WHEREAS, ORS 190.010 provides legal authority for the two entities to enter into a binding intergovernmental agreement (the “Agreement”); and,

WHEREAS, the use of an Agreement is efficient and less costly than other means of obtaining financing for the Agency; and,

WHEREAS, the Coffee Creek Plan District debt service fund has sufficient cash balances to allow for repayment of the amounts borrowed without violation of terms of outstanding senior debt liens.

**NOW, THEREFORE, THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:**

1. To enter into the Agreement with the City of Wilsonville for the purpose of funding the construction of the public projects and for the receipt and repayment of \$500,000 plus interest at an interest rate set to the Oregon Short Term Fund (LGIP) rate at the date of the overnight. Borrowing will be deposited in the Agency’s capital project fund and repayment will be made from the Agency’s debt service fund. The loan will take place before FYE 2024 upon collection of adequate UR tax proceeds to pay back the loan the next day. A copy of the Loan Agreement is marked as Exhibit A, attached hereto and incorporated by reference as if fully set forth herein.
2. To authorize the Agency Director, or designee, to negotiate any and all documents to complete the Agreement and transaction related to the borrowing and repayment.
3. Effective Date. This Resolution is effective upon adoption.

ADOPTED by the Wilsonville Urban Renewal Agency at a regular meeting thereof this 18<sup>th</sup> day of January, 2024, and filed with the Wilsonville City Recorder this date.

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JULIE FITZGERALD, CHAIR

ATTEST:

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Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

- Chair Fitzgerald      Yes
- Member Akervall      Yes
- Member Linville      Yes
- Member Berry      Yes
- Member Dunwell      Excused

EXHIBIT:

- A. Intergovernmental Agreement between the City and the Urban Renewal Agency

**INTERGOVERNMENTAL LOAN AGREEMENT  
IN AN AMOUNT NOT TO EXCEED \$500,000; FROM THE CITY OF WILSONVILLE TO  
THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE FOR THE PURPOSE OF  
FUNDING APPROVED PROJECTS IN THE COFFEE CREEK PLAN**

**THIS INTERGOVERNMENTAL AGREEMENT** (“Agreement”) is entered into between the City of Wilsonville, an Oregon municipal corporation (the City), and the Urban Renewal Agency of the City of Wilsonville, Oregon, an Oregon quasi-municipal corporation (the Agency).

**RECITALS**

**WHEREAS**, the Agency is a public body, corporate and politic, duly activated by the City, exercising its powers to engage in urban renewal activity as authorized by ORS Chapter 457; and

**WHEREAS**, the Coffee Creek Plan District (the “District”) was adopted October 17, 2016, setting out goals, objectives and projects (the “Projects”) for the Area; and

**WHEREAS**, the Board of the Urban Renewal Agency has determined that a need exists to borrow funds for the Projects, to be repaid with tax increment financing; and

**WHEREAS**, Oregon Revised Statutes 457 and Oregon Constitution Article IX, Section 1(c), authorize the Urban Renewal Agency to incur debt for the purpose of financing projects of an urban renewal plan, and to repay the debt and related costs with tax increment revenue; and

**WHEREAS**, the City of Wilsonville has approved a maximum indebtedness for the Coffee Creek District of \$67,000,000. The Agency has previously issued \$4,300,000 of long and short term indebtedness that is subject to the maximum indebtedness limitation, and there is no other indebtedness outstanding for the District to which the maximum indebtedness limitation applies. As a result the Agency has \$62,700,000 of capacity (before issuance of the referenced borrowing of this Agreement) to incur indebtedness for the District, and

**WHEREAS**, ORS 294.468 authorizes a municipality to lend unrestricted money from its general fund to other funds of the municipal corporation if authorized by resolution of the governing body, and

**WHEREAS**, the City and Agency have determined that financing the Projects through an intergovernmental agreement, as allowed by ORS 190.010, is more cost efficient than external financing methods, is financially feasible, and is in the best interest of both parties.

**NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:**

**Section 1: Term and Termination.** This Agreement shall become effective upon the date of the last signature hereon, and shall continue in full force and effect until the loan is paid in full.



**Section 2: Delegation.** The Designated Representatives, or a person(s) assigned by the Designated Representatives, may, on behalf of the City or Agency, act without further action by the Council, to establish the final principal amounts.

**Section 3: Duties of the City.** The City shall authorize all actions and execute all documents necessary or desirable to loan up to \$500,000 from the City's General Fund to the Agency's capital project funds, as delineated in Section 5, and comply with the laws of the State of Oregon, including the terms and conditions contained within this Agreement. The Agency shall reimburse the City for its expenses incurred in the performance of this Agreement.

**Section 4: Duties of the Agency.** The Agency shall authorize all actions and execute all documents necessary or desirable to accept the loan, authorize repayment of the loan under the terms and conditions stated herein, and comply with the laws of the State of Oregon, and applicable Urban Renewal Plans. The Agency shall be responsible for its expenses incurred in the performance of this Agreement and of its activities contemplated herein.

**Section 5: Loan Terms.** The Loan shall be made from the City's General Fund to the Agency's Coffee Creek Plan Capital Improvement Fund in the principal amount of \$500,000 on or before June 29, 2024. Interest on the loan, at a rate equal to the Oregon Short-Term Bond fund (LGIP) savings rate at date of the overnight loan shall begin to accrue on the date of transfer and the corresponding loan plus accrued interest shall be repaid by the District not later than June 30, 2024.

**Section 6: Consideration.** In consideration of the terms and conditions set forth herein, the City agrees to loan up to \$500,000 in exchange for the Agency's obligation to repay the loan solely from the tax increment revenues of the corresponding urban renewal districts. The lien of this pledge shall be subordinate to the lien of any currently outstanding senior lien bonds and to any requirement to fund or maintain debt service funds, reserve funds or similar funds, or as part of minimum balances or similar requirements for those senior lien bonds.

**Section 7: Indemnification.** Subject to the limitations in the Oregon Constitution and the Oregon Tort Claims Act, the parties agree to defend, indemnify, and hold each other, its officers, agents, and employees, harmless from all claims, suits, or actions of whatsoever kind, which arise out of or result from the transfer of funds.

**Section 8: Modification.** This Agreement may not be altered, modified, supplemented, or amended in any manner whatsoever except by mutual agreement of the parties, in writing. Any such alteration, modification, supplementation, or amendment, if made, shall be effective only in the specific instance and for the specific purpose given, and shall be valid and binding only if signed by the parties.

**Section 9: Waiver.** No provision of this Agreement may be waived except in writing by the party waiving compliance. No waiver of any provision of this Agreement shall constitute waiver of any other provision, whether similar or not, nor shall any one waiver constitute a continuing waiver. Failure to enforce any provision of this Agreement shall not operate as a waiver of such provision or of any other provision.

**Section 10: Severability.** The parties agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular term and provision held to be invalid.

**Section 11: Designated Representative.** The City authorizes the City Manager or the City Manager’s designee to act on behalf of the City under this Agreement. The Agency authorizes the Executive Director of the Agency or the Executive Director’s designee to act on behalf of the Agency under this Agreement.

IN WITNESS WHEREOF, the execution of which having been first duly authorized according to law.

CITY OF WILSONVILLE

\_\_\_\_\_  
Bryan Cosgrove  
City Manager of the City of Wilsonville, Oregon

\_\_\_\_\_  
Date

URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE, OREGON

\_\_\_\_\_  
Bryan Cosgrove  
Executive Director of the Urban Renewal  
Agency of the City of Wilsonville, Oregon

\_\_\_\_\_  
Date



**URBAN RENEWAL AGENCY MEETING  
STAFF REPORT**

<b>Meeting Date:</b> January 18, 2024		<b>Subject: URA Resolution No. 347</b> A resolution of the City of Wilsonville Urban Renewal Agency authorizing the termination of tax increment collection for the West Side Plan.  <b>Staff Member:</b> Keith Katko, Finance Director  <b>Department:</b> Finance	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Board Direction <input checked="" type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b> N/A	
<b>Staff Recommendation:</b> Staff recommends the Urban Renewal Agency (URA) adopt the Consent Agenda.			
<b>Recommended Language for Motion:</b> I move to adopt the Consent Agenda.			
<b>Project / Issue Relates To:</b>			
<input type="checkbox"/> Council Goals/Priorities:	<input type="checkbox"/> Adopted Master Plan(s):	<input checked="" type="checkbox"/> Not Applicable	

**ISSUE BEFORE BOARD:**

Notification to Clackamas and Washington County Assessors for the termination of tax increment collections for the West Side Plan.

**EXECUTIVE SUMMARY:**

The West Side Plan was adopted by City Ordinance No. 560 on November 3, 2003. The Plan's initial Maximum Indebtedness (MID) was \$40,000,000. It was increased by a substantial plan amendment in February 2016 to \$49,400,000.

The Urban Renewal Agency (URA) has reached the \$49,400,000 maximum indebtedness dollar limit and has retired (paid off) all existing outstanding debt. ORS 457.450(2) requires the urban renewal agency to notify the assessor to terminate the collection of tax increment revenues when the urban renewal plan's maximum debt is, or can be, retired.

The tax increment termination would be effective July 1, 2024 and any increment collected in excess of that needed to retire all outstanding debt, will be returned back the assessors (Washington and Clackamas) in proportionate share at the end of the current fiscal year.

**EXPECTED RESULTS:**

Approval to notify county assessors for the termination of tax increment for the West Side Plan.

**TIMELINE:**

The termination would be effective July 1, 2024.

**CURRENT YEAR BUDGET IMPACTS:**

N/A

**COMMUNITY INVOLVEMENT PROCESS:**

N/A

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

The West Side Plan increment collections was reduced in fiscal year 2023-24 to \$1.6 million. The termination will release all that increment going forward from July 1, 2024 to the overlapping tax districts proportionately, including approximately \$307,000 to the City of Wilsonville.

**ALTERNATIVES:**

N/A

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. URA Resolution No. 347

**THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE  
URA RESOLUTION NO. 347**

**A RESOLUTION OF THE CITY OF WILSONVILLE URBAN RENEWAL AGENCY AUTHORIZING  
THE TERMINATION OF TAX INCREMENT COLLECTION FOR THE WEST SIDE PLAN**

WHEREAS, the West Side Plan was adopted by City Ordinance No. 560 on November 3, 2003; and

WHEREAS, collection of tax increment funds for every urban renewal plan is limited by the plan's stated maximum indebtedness; and

WHEREAS the plans maximum indebtedness (MID) was established by City Ordinance No. 560 in the amount of \$40,000,000 and increased to \$49,400,000 by a substantial plan amendment by Urban Renewal Resolution 253 in February 2015; and

WHEREAS, ORS 457.450(2) requires the urban renewal agency to notify the assessor to terminate the collection of tax increment revenues when the urban renewal plan's maximum debt is, or can be, retired; and

WHEREAS, the West Side Plan has reached its \$49,400,000 maximum indebtedness limit and has paid off (retired) all existing debt

NOW, THEREFORE, THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE  
RESOLVES AS FOLLOWS:

To notify the assessors of both Clackamas County and Washington County to terminate the collection of tax increment revenues.

ADOPTED by the Wilsonville Urban Renewal Agency at a regular meeting thereof this 18th day of January, 2024, and filed with the Wilsonville City Recorder this date.

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JULIE FITZGERALD, CHAIR

ATTEST:

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Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Chair Fitzgerald

Member Akervall

Member Berry

Member Dunwell

Member Linville



**URBAN RENEWAL AGENCY MEETING  
STAFF REPORT**

<b>Meeting Date:</b> January 18, 2024		<b>Subject: URA Resolution No. 348</b> Authorizing Acquisition of the Fifth Group of Properties and Property Interests Related to Construction of the Boeckman Road Corridor Project (CIP#s 2102, 4205, 4206, and 4212)	
		<b>Staff Member:</b> Andrew Barrett, P.E. Capital Projects Manager and Nancy Kraushaar, P.E., Project Engineer	
		<b>Department:</b> Community Development	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Agency Direction <input checked="" type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable <b>Comments:</b> N/A	
<b>Staff Recommendation:</b> Staff recommends Urban Renewal Agency adopt the consent agenda.			
<b>Recommended Language for Motion:</b> I move to adopt the consent agenda.			
<b>Project / Issue Relates To:</b>			
<input type="checkbox"/> Council Goals/Priorities:	<input checked="" type="checkbox"/> Adopted Master Plan(s): Transportation System Plan Project UU-01	<input type="checkbox"/> Not Applicable	

**ISSUE BEFORE URBAN RENEWAL AGENCY:**

A City of Wilsonville Urban Renewal Agency resolution authorizing acquisition of portions of two properties of the fifth group (Group 5) of properties and property interests associated with the Boeckman Road Corridor Project (BRCP).

## EXECUTIVE SUMMARY:

The Boeckman Road Corridor Project (BRCP) consists of five adjacent and interconnected, high priority Capital Improvement Projects (CIP) from adopted master plans along Boeckman Road between Canyon Creek Road and Stafford Road. The BRCP is not related to the Boeckman Sewer Line Upgrade and Boeckman Creek Regional Trail project. The BRCP will benefit the public by improving City infrastructure and safety deficiencies. The five BRCP projects include:

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



In addition:

- A temporary traffic signal has been installed at the Stafford Road/65th Avenue intersection to provide for better and safer traffic flow in this area when Boeckman Road construction detours are necessary.

Construction of the Boeckman Road Corridor Project requires wider right-of-way and various easement types in certain locations along the corridor to achieve design standards and project goals. The design team carefully reviewed up to 33 property interests that may be required. Some of these have been eliminated through design refinements. The Urban Renewal Agency authorized the first group of needed property acquisitions Group 1 with URA Resolution No. 334, Group 2 acquisitions with URA Resolution No. 342, Group 3 through URA Resolution 345, and Group 4 through URA Resolution No. 344. This URA Resolution No. 348 contemplates two remaining property acquisitions (Group 5). The project team anticipates this is the fifth of five resolutions the Urban Renewal Agency will consider for the purpose of acquisition activities in accordance with ORS Chapter 35.

Portions of the subject two properties are needed to complete the new bridge that will cross Boeckman Creek. These are both slope easements as detailed in **Table 1** (below). The detailed legal descriptions of the properties to be acquired along with a Location Map are included as



Exhibit A to URA Resolution No. 348. The legal descriptions reflect the least amount of property necessary for the bridge construction.

**Table 1 – Group 5 BRCP Property Acquisitions**

Parcel #	Owner	Tax Map and Lot	Sub-Parcel #	Acquisition Type	Approx. Area, sf
32	Blayne and Holly Paulsen	3 1 W 13AB 15505	32-1	Slope Easement	379
33	Wise Howard Edward Trustee	3 1 W 13AB 15504	33-1	Slope Easement	192

The legal descriptions in Exhibit A include the best estimate of area to be acquired based on the most current design plans. It is 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:**

URA Resolution No. 348 provides the authority needed for the design team to move forward with acquisition activities in accordance with ORS Chapter 35 and will allow the BRCP to remain on schedule and be completed by mid-2025.

**TIMELINE:**

City staff and consultants will undertake the property acquisition process following Resolution No. 348 adoption. Staff has notified the property owners about the needed slope easements and will continue to communicate with them throughout the acquisition process. Construction of the BRCP associated with the Group 5 properties is expected to begin in the first half of 2024 and be completed by mid-2025.

**CURRENT YEAR BUDGET IMPACTS:**

The amended budget for Fiscal Year (FY) 2023-2024 includes funding for owner’s representative services, engineering design, right-of-way acquisition, partial construction, contract administration, and overhead for the BRCP as summarized below.

CIP No.	Project Name	Funding Source	Amended FY 23/24 Total Budget
2102	Boeckman Rd Sanitary Improvements	Sewer SDC/ Frog Pond Fee	\$1,013,195
4205	Boeckman Rd Street Improvements	Street SDC/ Frog Pond Fee	\$5,166,336
4206	Canyon Creek/Boeckman Traffic Signal	Street SDC	\$2,630,696
4212	Boeckman Dip Bridge	Year 2000 URA/ Road CIP	\$17,272,690
<b>TOTAL</b>			<b>\$26,082,917</b>

**COMMUNITY INVOLVEMENT PROCESS:**

After public vetting and adoption into master plans, the Frog Pond Master Plan, and the Urban Renewal Year 2000 Plan amendment, the BRCP design began in early 2022. BRCP public outreach activities kicked off and now include frequent project updates to the community and opportunities to provide feedback on project priorities and concerns. The project team has sponsored several public events, including the 2022 and 2023 Block Parties, Popsicles in the Park, two open houses at Meridian Creek Middle School, and a project survey on Let's Talk, Wilsonville!

A ceremonial groundbreaking event was held in August which garnered earned media coverage from the *Wilsonville Spokesman* furthering the reach of the city's message about the project, progress, and construction impacts. Most recently, the project team organized an October 17 remote meeting with the Morgan Farms Homeowners Association to share information and respond to questions about project status, design, and what to expect during construction.

Ongoing outreach and public participation (particularly information about traffic delays and the detour) occurs through the project website, the project e-newsletters, text message and email alerts about travel conditions related to the project, and Boones Ferry Messenger articles. The project team also continues to directly communicate with individual stakeholders using mailings, phone calls, and meetings.

Link to project news and updates:

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

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

The BRCP includes roadway improvements necessary to provide safe and accessible transportation infrastructure, improving the City's local transportation network and benefitting the community. The recently completed upsizing and realignment of the existing Meridian Creek culverts will alleviate potential flooding risks and property damage. Also recently completed, the temporary traffic signal at the Stafford Road/65th Street intersection will improve safety and level of service during detour conditions when the "dip" is closed during bridge construction. The future roundabout at the Canyon Creek/Boeckman intersection will offer a safer, more efficient transportation connection along an important school access route and transition between office/industrial on the north and west to residential neighborhoods on the south and east. The sanitary sewer extension is necessary to serve the Frog Pond neighborhoods. The future bridge will flatten the "dip", provide safer travel conditions for all users, and allow for upcoming fish passage and stream and wildlife habitat improvement for the watershed.

**ALTERNATIVES:**

URA Resolution No. 348 is necessary to acquire slope easements that are necessary to construct the BRCP. The only alternative is to not acquire the property necessary to construct the project as designed which will result in substandard design and safety standards, an undesirable gap between the new east bridge abutment and existing retaining walls on the south side of Boeckman Road, and the goals of the BRCP unfulfilled.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. URA Resolution No. 348
  - A. Boeckman Road Corridor Project (BRCP) Property Acquisition Legal Descriptions – Group 5

**THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**  
**URA RESOLUTION NO. 348**

**A RESOLUTION OF THE CITY OF WILSONVILLE URBAN RENEWAL AGENCY AUTHORIZING ACQUISITION OF THE FIFTH GROUP OF PROPERTY AND PROPERTY INTERESTS RELATED TO CONSTRUCTION OF THE BOECKMAN ROAD CORRIDOR PROJECT.**

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 Boeckman Road Corridor Project (the “Project”) consists of five adjacent and interconnected, high priority Capital Improvement Projects (CIP) along Boeckman Road between Canyon Creek Road and Stafford Road:

- Boeckman Road Sanitary Sewer – CIP #2012 – extends sanitary sewer service to the Frog Pond development areas
- Boeckman Road Street Improvements – CIP #4205 – completes urban street design standards that will serve all transportation modes and connect neighborhoods and local schools
- Canyon Creek/Boeckman Intersection – CIP #4206 – addresses intersection capacity needs at Canyon Creek Road
- Boeckman Dip Bridge – CIP #4212 – improves city-wide transportation connectivity and safety concerns associated with the Boeckman “Dip” and will re-establish fish and wildlife passage through culvert removal and creek channel restoration
- Meridian Creek Culvert Replacement – CIP #7067 – replaces undersized culverts at Meridian Creek

WHEREAS, these five projects are identified in the FY 2023/2024 Capital Improvement Project Budget; and

WHEREAS, the amended Fiscal Year (FY) 2023/2024 budget for the remaining four Project sub-projects, including design, land acquisition, construction and project management, is \$26,082,917; and

WHEREAS, the remaining four sub-projects of the Project will receive funding through the following funding sources: Water Ops, Sanitary Sewer SDCs, Street SDCs, Storm Ops and SDCs, Road CIP and Year 2000 Urban Renewal Plan; and

WHEREAS, the Guaranteed Maximum Price 3 for construction of the Project was awarded by Council on December 4, 2023 (URA Resolution No. 338); and

WHEREAS, in order to construct the Project, the City needs to acquire up to 33 properties presented in five groups (Groups 1 through 5) for Council and Urban Renewal Agency acquisition authority by resolution; and

WHEREAS, the Group 5 properties include 2 sub-parcels with approximately 571 SF of Slope Easements; and

WHEREAS, the Group 5 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 both City and 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; and

NOW, THEREFORE, THE CITY OF WILSONVILLE URBAN RENEWAL AGENCY RESOLVES AS FOLLOWS:

Section 1. The Wilsonville Urban Renewal Agency finds that:

- a) There is a public necessity for the construction of the aforementioned street improvements;
- 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 consultant, Universal Field Services, Inc., 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 early 2024 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 URA Resolution is effective upon adoption.

ADOPTED by the Wilsonville Urban Renewal Agency at a regular meeting thereof this 18<sup>th</sup> day of January, 2024, and filed with the Wilsonville City Recorder this date.

\_\_\_\_\_  
JULIE FITZGERALD, CHAIR

ATTEST:

\_\_\_\_\_  
Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

- Chair Fitzgerald
- Member Akervall
- Member Linville
- Member Berry
- Member Dunwell

EXHIBIT:

- A. Boeckman Road Corridor Project Property Acquisition Legal Descriptions – Group 5 Properties

**URA Resolution No. 348 - Exhibit A**  
**Boeckman Road Corridor Project Property Acquisition - Legal Descriptions - Group 5**

**URA Resolution No. 348**

**Group 5 BRCP Property Acquisition Summary**

<b>Parcel #</b>	<b>Owner</b>	<b>Tax Map and Lot</b>	<b>Sub-Parcel #</b>	<b>Acquisition Type</b>	<b>Approx. Area, sf</b>
32	Blayne and Holly Paulsen	3 1 W 13AB 15505	32-1	Slope Easement	379
33	Wise Howard Edward Trustee	3 1 W 13AB 15504	33-1	Slope Easement	192

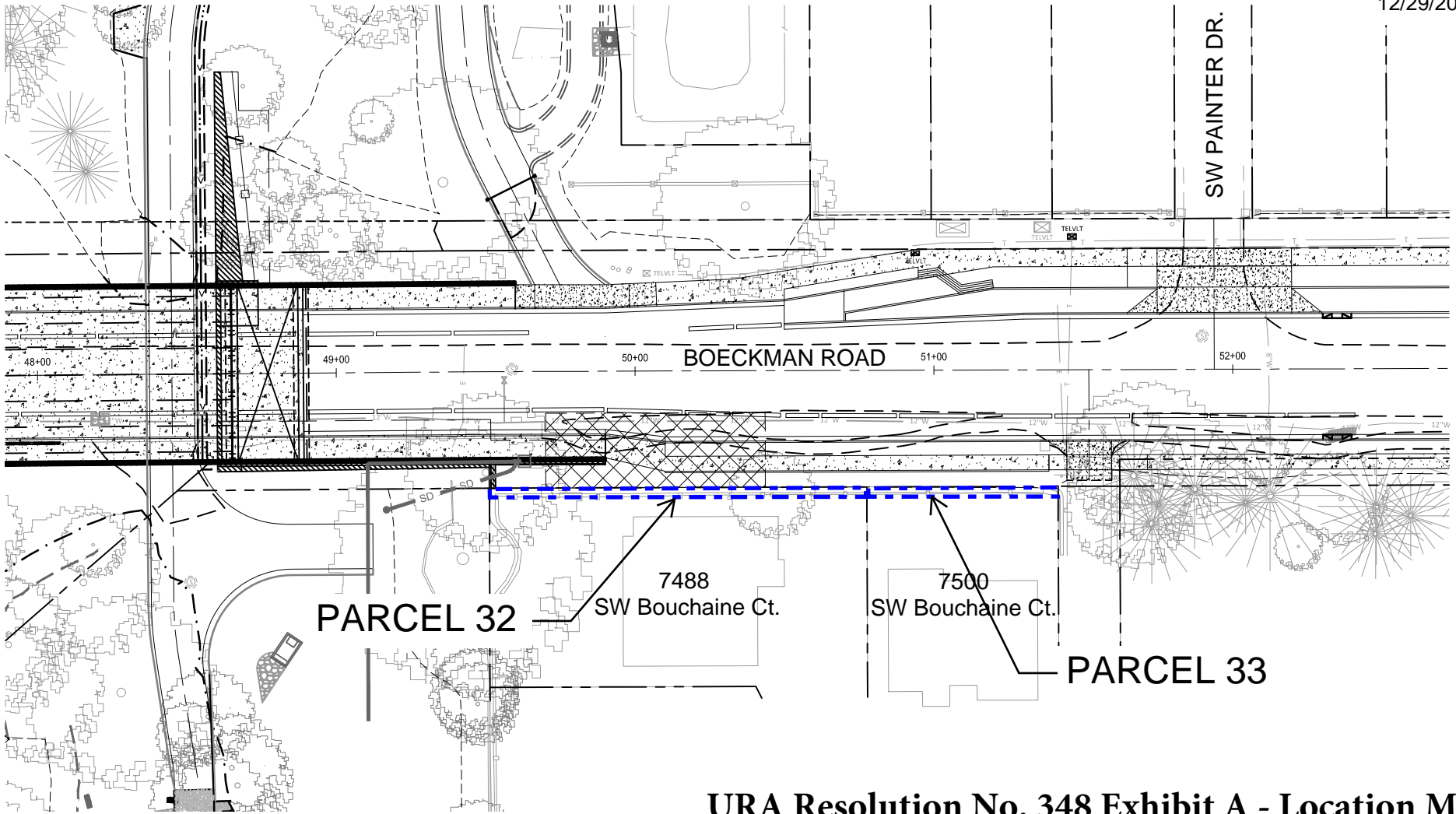


# CITY OF WILSONVILLE BOECKMAN ROAD CORRIDOR PROJECT ROW / EASEMENT REQUEST

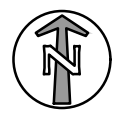


Item 5.  
111 SW Fifth Ave., Suite 2600  
Portland, OR 97204  
O: 503.542.3860  
F: 503.274.1681  
www.kpff.com

12/29/2023



URA Resolution No. 348 Exhibit A - Location Map



SHEET NO.  
25  
EXH-1

EXHIBIT "A"

BOECKMAN ROAD (CR 80)  
PROJECT NO. 2200028  
4 JANUARY 2024

TAXMAP: 31W13AB  
TAXLOT: 15505

A PARCEL OF LAND, BEING A PORTION OF THAT TRACT OF LAND DESCRIBED IN STATUTORY WARRANTY DEED TO HOLLY PAULSEN AND BLAYNE PAULSEN, AS TENANTS BY THE ENTIRETY, RECORDED AS DOCUMENT NUMBER 2019-026876 CLACKAMAS COUNTY DEED RECORDS, LOCATED IN THE NORTHEAST ONE-QUARTER OF SECTION 13, TOWNSHIP 3 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN, CLACKAMAS COUNTY, OREGON, THE SAID PARCEL BEING THAT PORTION OF SAID PAULSEN TRACT, LYING NORTHERLY OF A LINE DESCRIBED BELOW BY STATION & OFFSET, FROM A CENTERLINE ALIGNMENT OF BOECKMAN ROAD DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON SAID BOECKMAN ROAD CENTERLINE, SAID POINT IS A 3-1/4 INCH BRONZE DISK MARKING THE CORNER COMMON WITH SECTIONS 11, 12, 13 AND 14, TOWNSHIP 3 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN, BEING ENGINEER'S CENTERLINE STATION 23+05.17; THENCE ALONG THE CENTERLINE OF SAID BOECKMAN ROAD NORTH 89°31'41" EAST, 2645.85 FEET TO A 3-1/4 INCH BRONZE DISK MARKING THE ONE-QUARTER CORNER COMMON WITH SAID SECTIONS 12 AND 13, BEING ENGINEER'S CENTERLINE STATION 49+51.03; THENCE NORTH 89°48'44" EAST, 2649.58 FEET TO A 3-1/4 INCH BRONZE DISK MARKING THE CORNER COMMON WITH SAID SECTIONS 12 AND 13 AND SECTIONS 7 AND 18, TOWNSHIP 3 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN, BEING ENGINEER'S CENTERLINE STATION 76+00.61; THENCE SOUTH 89°38'21" EAST, 499.39 FEET TO ENGINEER'S CENTERLINE STATION 81+00.00, BEING THE TERMINUS POINT OF SAID CENTERLINE DESCRIPTION, SAID POINT BEARS NORTH 89°38'21" WEST, 2268.65 FEET FROM A 3-1/4 INCH BRONZE DISK MARKING THE ONE-QUARTER CORNER COMMON WITH SAID SECTIONS 7 AND 18.

**PARCEL 1 – SLOPE EASEMENT**

A PARCEL OF LAND, BEING A PORTION OF SAID PAULSEN TRACT LYING NORTHERLY OF A LINE DESCRIBED BELOW BY STATION & OFFSET, FROM A CENTERLINE ALIGNMENT OF BOECKMAN ROAD DEFINED ABOVE.

THE STATION/OFFSET IN FEET OF SAID LINE IS AS FOLLOWS:

<u>STATION</u>	<u>TO</u>	<u>STATION</u>	<u>WIDTH ON SOUTHERLY SIDE OF CENTERLINE</u>
49+46.49		50+82.00	42.00

**EXCEPTING THEREFROM** THAT PORTION LYING WITHIN THE EXISTING RIGHT-OF-WAY OF BOECKMAN ROAD (CR 80).

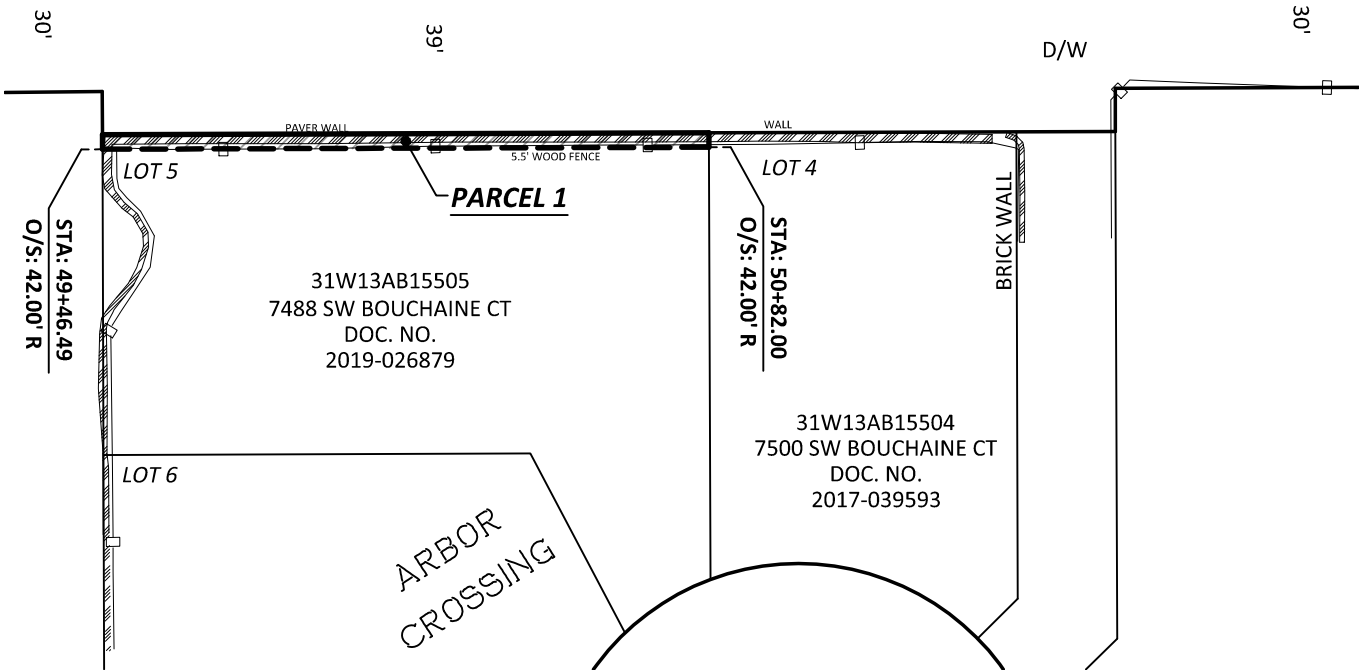
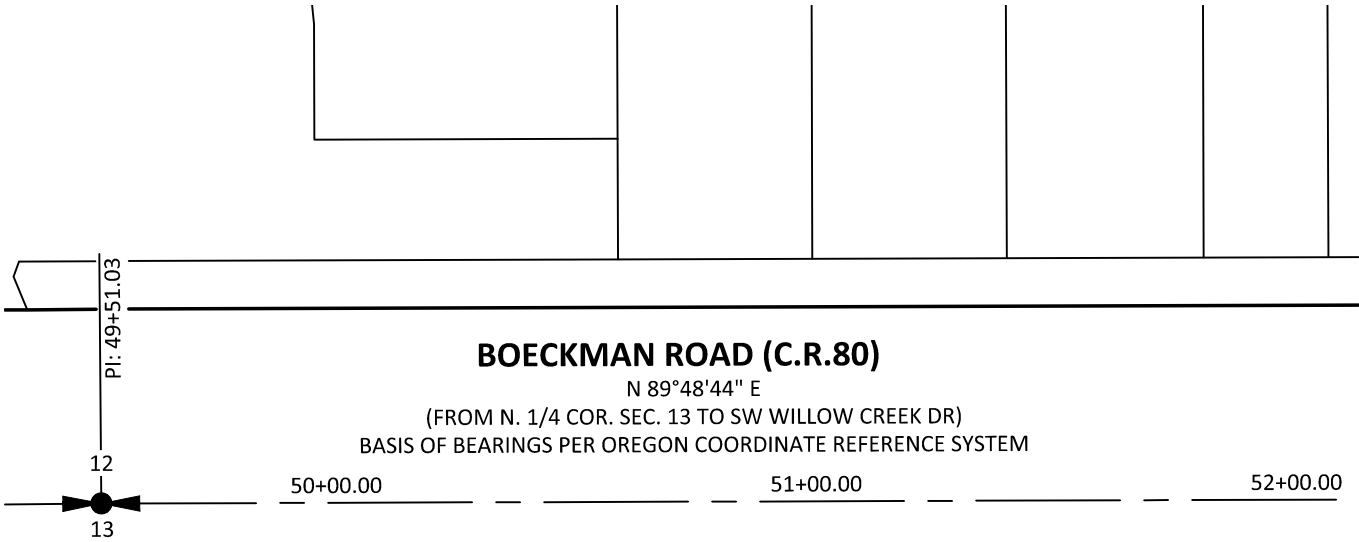
CONTAINING 379 SQUARE FEET (0.009 ACRES), MORE OR LESS.

THE BASIS OF BEARINGS IS THE OREGON COORDINATE REFERENCE SYSTEM (OCRS), PORTLAND ZONE. THE RESULTANT BEARING OF THE CENTERLINE OF BOECKMAN ROAD IS NORTH 89°48'44" EAST.


THE PARCELS OF LAND ARE SHOWN ON THE ATTACHED EXHIBIT 'B' AND BY THIS REFERENCE MADE A PART THEREOF.

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

OREGON  
MAY 13, 2014  
JOHN ROBERT DAVIS  
88694  
RENEWAL 12/31/2025



REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

 PARCEL 1 - SLOPE EASEMENT  
379 SQ. FT. +/-

OREGON  
MAY 13, 2014  
JOHN ROBERT DAVIS  
88694  
RENEWAL 12/31/2025



SCALE: 1" = 40'



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

<b>EXHIBIT 'B'</b> SLOPE EASEMENT	DATE: 4 JANUARY 2024
	DRAWN BY: CMR
NE 1/4 SECTION 13 / TOWNSHIP 3 SOUTH / RANGE 1 WEST / W.M. CITY OF WILSONVILLE / CLACKAMAS COUNTY / OREGON	CHECKED BY: JRD
	PROJECT NO. 2200028
	SHEET: 3 C

EXHIBIT "A"

BOECKMAN ROAD (CR 80)  
PROJECT NO. 2200028  
4 JANUARY 2014

TAXMAP: 31W13AB  
TAXLOT: 15504

A PARCEL OF LAND, BEING A PORTION OF THAT TRACT OF LAND DESCRIBED IN STATUTORY WARRANTY DEED TO HOWARD EDWARD WISE AND CHERRY PRUDENCE WISE, TRUSTEES OF THE WISE LIVING TRUST, DATED OCTOBER 6, 2000, RECORDED AS DOCUMENT NUMBER 2017-039593, CLACKAMAS COUNTY DEED RECORDS, LOCATED IN THE NORTHEAST ONE-QUARTER OF SECTION 13, TOWNSHIP 3 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN, CLACKAMAS COUNTY, OREGON, THE SAID PARCEL BEING THAT PORTION OF SAID WISE TRACT, LYING NORTHERLY OF A LINE DESCRIBED BELOW BY STATION & OFFSET, FROM A CENTERLINE ALIGNMENT OF BOECKMAN ROAD DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON SAID BOECKMAN ROAD CENTERLINE, SAID POINT IS A 3-1/4 INCH BRONZE DISK MARKING THE CORNER COMMON WITH SECTIONS 11, 12, 13 AND 14, TOWNSHIP 3 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN, BEING ENGINEER'S CENTERLINE STATION 23+05.17; THENCE ALONG THE CENTERLINE OF SAID BOECKMAN ROAD NORTH 89°31'41" EAST, 2645.85 FEET TO A 3-1/4 INCH BRONZE DISK MARKING THE ONE-QUARTER CORNER COMMON WITH SAID SECTIONS 12 AND 13, BEING ENGINEER'S CENTERLINE STATION 49+51.03; THENCE NORTH 89°48'44" EAST, 2649.58 FEET TO A 3-1/4 INCH BRONZE DISK MARKING THE CORNER COMMON WITH SAID SECTIONS 12 AND 13 AND SECTIONS 7 AND 18, TOWNSHIP 3 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN, BEING ENGINEER'S CENTERLINE STATION 76+00.61; THENCE SOUTH 89°38'21" EAST, 499.39 FEET TO ENGINEER'S CENTERLINE STATION 81+00.00, BEING THE TERMINUS POINT OF SAID CENTERLINE DESCRIPTION, SAID POINT BEARS NORTH 89°38'21" WEST, 2268.65 FEET FROM A 3-1/4 INCH BRONZE DISK MARKING THE ONE-QUARTER CORNER COMMON WITH SAID SECTIONS 7 AND 18.

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50+73.00		51+46.00	42.00

**EXCEPTING THEREFROM** THAT PORTION LYING WITHIN THE EXISTING RIGHT-OF-WAY OF BOECKMAN ROAD (CR 80).

CONTAINING 192 SQUARE FEET (0.004 ACRES), MORE OR LESS.

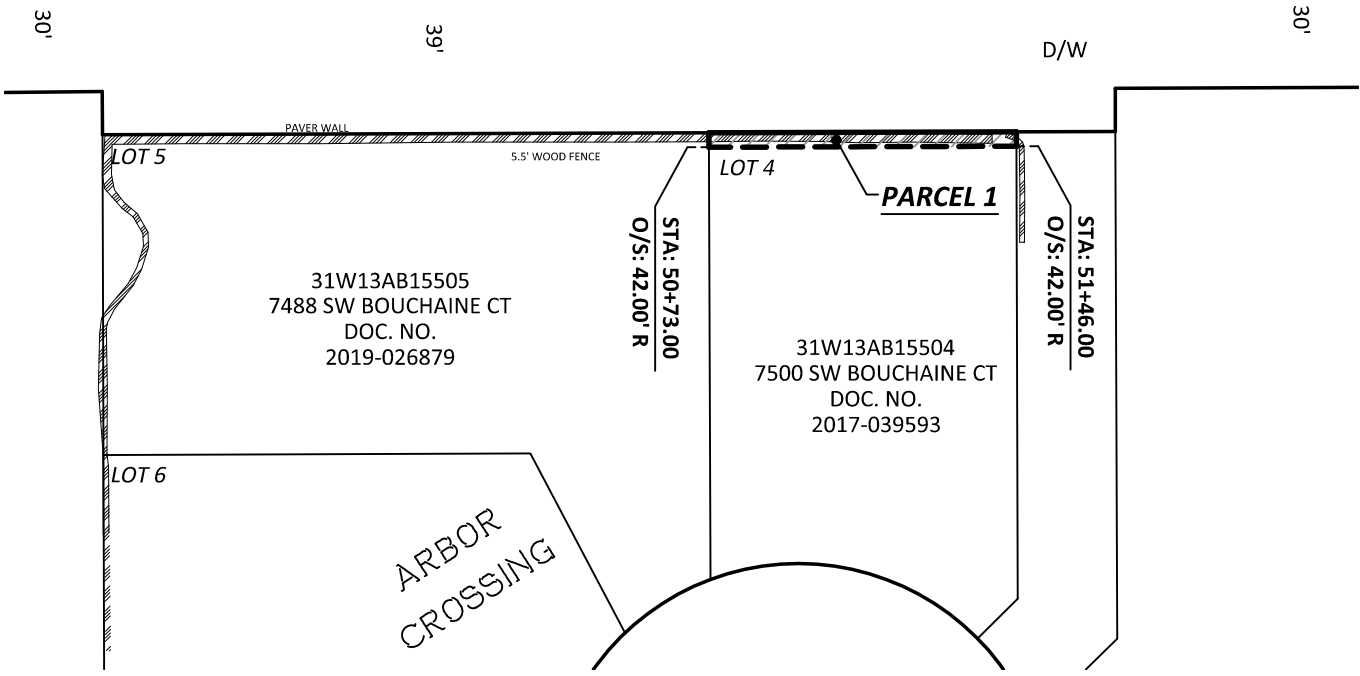
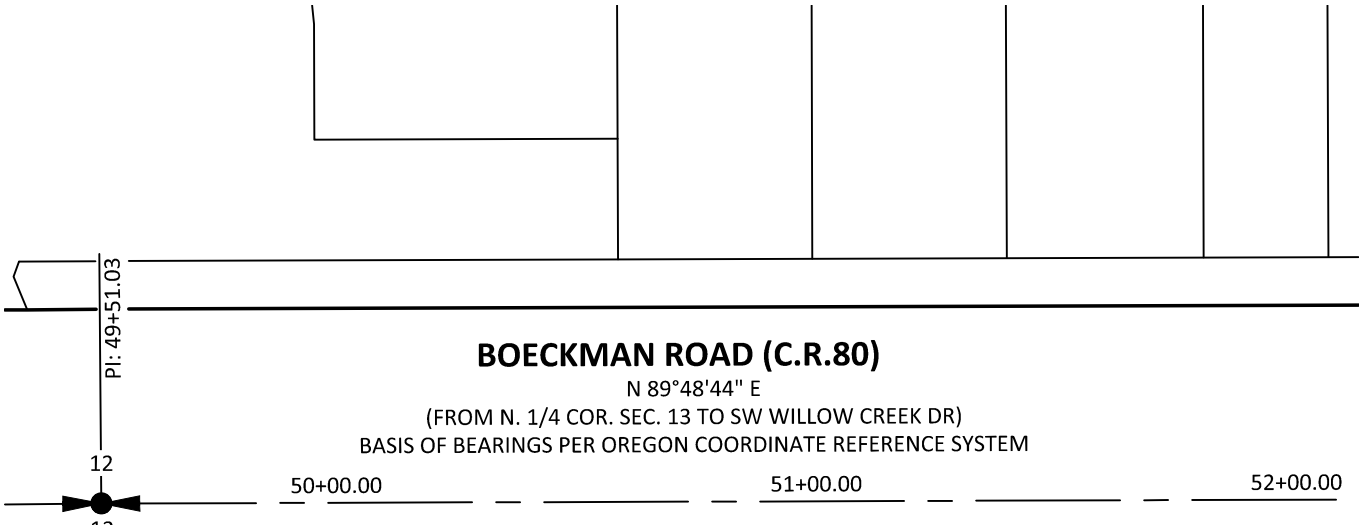
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 PARCEL 1 - SLOPE EASEMENT  
192 SQ. FT. +/-

OREGON  
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<b>EXHIBIT 'B'</b> SLOPE EASEMENT	DATE: 4 JANUARY 2024
	DRAWN BY: CMR
NE 1/4 SECTION 13 / TOWNSHIP 3 SOUTH / RANGE 1 WEST / W.M. CITY OF WILSONVILLE / CLACKAMAS COUNTY / OREGON	CHECKED BY: JRD
	PROJECT NO. 2200028
	SHEET: 30



## URBAN RENEWAL AGENCY MINUTES

December 04, 2023 at 7:00 PM

Wilsonville City Hall & Remote Video Conferencing

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### CALL TO ORDER

#### 1. Roll Call

The Urban Renewal Agency held a regular meeting at the Wilsonville City Hall beginning on Monday, December 4, 2023. The Chair called the meeting to order at 8:03 p.m., followed by roll call.

#### PRESENT

Chair Fitzgerald

Member President Akervall

Member Linville - Excused

Member Berry

Member Dunwell

#### STAFF PRESENT

Amanda Guile-Hinman, City Attorney

Andrew Barrett, Capital Projects Engineering Manager

Bryan Cosgrove, City Manager

Jeanna Troha, Assistant City Manager

Kimberly Veliz, City Recorder

Zoe Mombert, Assistant to the City Manager

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

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

Motion made by Member Akervall, Seconded by Member Berry.

#### **Voting Yea:**

Chair Fitzgerald, Member Akervall, Member Berry, Member Dunwell

**Vote:** Motion carried 4-0.



## CITIZEN INPUT

*This is an opportunity for visitors to address the Urban Renewal Agency on items not on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the Urban Renewal Agency 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.*

There was none.

## NEW BUSINESS

There was none.

## CONSENT AGENDA

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

### 3. **URA Resolution No. 338**

A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing The City Manager To Execute Guaranteed Maximum Price (GMP) Amendment No. 3 To The Progressive Design-Build Agreement For The Boeckman Road Corridor Project With Tapani|Sundt A Joint Venture.

### 4. Minutes of the October 2, 2023 Urban Renewal Agency Meeting.

**Motion:** Moved to adopt the Consent Agenda.

Motion made by Member Akervall, Seconded by Member Dunwell.

### **Voting Yea:**

Chair Fitzgerald, Member Akervall, Member Berry, Member Dunwell

**Vote:** Motion carried 4-0.

## CONTINUING BUSINESS

There was none.

## PUBLIC HEARING

There was none.

**ADJOURN**

The Chair adjourned the meeting at 8:05 p.m.

Respectfully submitted,

\_\_\_\_\_  
Kimberly Veliz, City Recorder

ATTEST:

\_\_\_\_\_  
Julie Fitzgerald, Chair

DRAFT