

# MONTHLY REPORT

#### From The Director's Office

Greetings,

In February, Council President
Berry and Councilor Shevlin
joined Engineering Capital Project
Manager Andrew Barrett and I on
a tour of two major Capital
Improvement Projects (CIP) that
are under construction – the
Boeckman Road Corridor Project
(BRCP) and the Tooze Road
Reservoir Project.

Incredible progress is being made on both projects, and both are on -schedule and under budget, which is the goal for every capital project that the City undertakes. The BRCP is taking shape with the concrete bridge deck being recently completed. The Boeckman Creek Regional Trail is graded in below the bridge. connecting to the existing Morgan Farm segment of the trail in Frog Pond West. Large stormwater detention basins are being installed and teams of PGE staff were on-site undergrounding utilities. The site was very active with lots of subcontractors completing their work. The bridge is anticipated to be complete and open to citizens in May, subject to change. We look forward to the community being able to enjoy this new transportation upgrade.





# From The Director's Office (continued)

Wilsonville is home to over 27,000 residents and is growing along with over 800 businesses who all rely on our stateof-the-art water from the Willamette River Water Treatment Plant. To ensure that the City's water system has the capacity to serve our expanding community, and is resilient for the future, a new west-side level B reservoir and transmission line are being constructed. When complete, the new seismically resilient reservoir will add more than 3 million gallons of safe and reliable water storage to the City's water system to serve future growth and to provide additional water supply in the event of an emergency. The project supplements four existing water storage tanks currently in operation.



The reservoir is being constructed on City-owned property on SW Tooze Road in unincorporated Clackamas County. The 3,000' long water transmission line connects the new reservoir to the community's existing water system. Some of the key benefits of the project include increases in water storage and delivery capacity to support growth, provision of additional water for everyday use, emergency and seismic resilience in the event of an earthquake, a reduction in time and cost to build by using an existing City-owned site with space for future water system improvements including another reservoir.

Community Development staff are very proud of the work that we undertake on behalf of the community and are appreciative of Council President Berry and Councilor Shevlin's interest in these important capital improvement projects.

Respectfully submitted,

Chris Neamtzu, AICP

Community Development Director

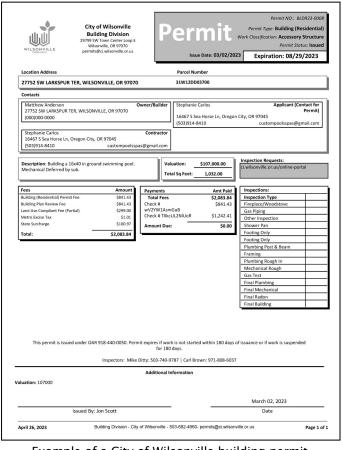
# **Building Division**

#### Why Are Building Permits Important?

Planning a residential construction project is an exciting undertaking. Whether it's a new addition to your home, a complete renovation, or a simple DIY project, it is important to obtain the necessary permits before beginning any work, and it is important to understand why.

First and foremost, getting a permit ensures that your project complies with local building codes and safety regulations. Building codes are in place to protect homeowners and ensure the safety of the structure. A permit ensures that your project meets the necessary safety requirements. Without a permit, your project may not be up to code, putting you and your family at risk.

Another important reason to obtain a permit is to ensure that the project meets zoning and land-use regulations. These regulations are put in place to maintain the quality of life in the community and ensure that structures are built in the appropriate zones. A permit allows the City to review your project and ensure that it complies with zoning and land-use regulations.



Example of a City of Wilsonville building permit

Getting a permit can also help you avoid legal and financial issues. Unpermitted work can lead to fines, legal battles, and even the demolition of the structure. Additionally, if you decide to sell your home, an unpermitted structure can decrease its value and make it more difficult to sell. By obtaining a permit, you can avoid these legal and financial issues and ensure that your project is legally permitted.

Obtaining a permit also provides you with a record of the work done on your property. This record can be helpful if you decide to sell your home, as it provides evidence of the quality and legality of the construction work. It can also help you when you need to make insurance claims or get financing for future projects.

Finally, obtaining a permit can help you avoid delays in the construction process. While obtaining a permit may seem like an extra step, it can actually save you time in the long run. If you start construction without a permit and the City discovers the work, they may issue a stop-work order, which can lead to costly delays in the project.

Obtaining a permit is an essential step in any residential construction project. It ensures that your project complies with local building codes and safety regulations, meets zoning and land-use regulations, avoids legal and financial issues, provides a record of the work, and avoids delays in the construction process. Contact City Hall to learn more about the permit requirements for your residential project and ensure that your project is safe, legal, and up to code.

# **Economic Development Division**

# **Staff Visits Two Wilsonville Employers**

Business Retention and Expansion (BR&E) is a key element of a complete economic development work program. BR&E refers to the visitation of key businesses in the community, in order to identify and understand opportunities and challenges, and to then work to problem solve and assist where possible. Ideally, these efforts lead not only to the retention and vitality of local businesses, but also their growth and expansion over time—hence the name, Business Retention and Expansion.



This month staff visited two local companies—one a long-time Wilsonville establishment, Vision Plastics (pictured); and a new company to the city, Wymore Transfer.

**Vision Plastics** describes themselves as a "guhzintah" company. That is, they make high volumes of plastic parts that go into a final assembled product. "This guhzintah (goes into) that." While they ship the components they manufacture all over the world, most of their customers (other businesses/manufacturers) have roots or a strong presence in the Pacific Northwest. Even in 2025, in the world of globalization, we still see many companies that succeed by serving the region in which they exist.

**Wymore Transfer** is a third-party storage and logistics company, headquartered in Clackamas. Two of their existing warehouses had leases expiring, which allowed them to secure a lease in Wilsonville and consolidate the two facilities. This was particularly opportune as their biggest client/customer is a Wilsonville manufacturer—Wymore stores and delivers their final product to other distributors and retailers across the Pacific Northwest.

#### In Pursuit of State Funding to Design Critical Infrastructure

Business Oregon administers the Semiconductor Industrial Land Loan (SILL) program. The Legislature adopted Senate Bill 4 in 2023 and committed \$10 million dollars to the Industrial Lands Loan Fund to support private and public investments in industrial lands projects associated with new or expanded semiconductor manufacturing industry uses.

The SILL program's purpose is to accelerate investment in planning and improving industrial lands to support investment in semiconductor manufacturing uses and increase the state's inventory of project-ready industrial sites for semiconductor manufacturing industry investments. The SILL Program is a forgivable loan program designed to reimburse government entities, property owners and businesses, up to \$2.5 million for development projects, and planning activities of at least \$100,000 for sites of 10 acres or more. Development projects can include a range of eligible activities such as land acquisition, infrastructure and utility improvements, and environmental remediation or mitigation of industrial properties for semiconductor manufacturing uses.

Staff submitted an application to the SILL program this month, seeking \$250,000 to partially fund the design/engineering of sanitary sewer infrastructure on Day Road, to serve and spur development in both Coffee Creek and Basalt Creek industrial areas. (Day Road bisects the two planning areas.) Award announcements are expected mid-March.

# **Economic Development Division**

# 2025 Legislative Session

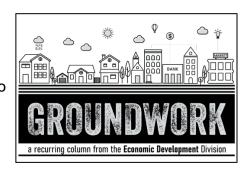
Staff supported and collaborated with Government Affairs staff and the city's contract lobbyist, the Leo Company, in support of two bills: HB 2411, and HB 3560.

House Bill 3560 expands the permissible locations for commercial child care facilities, including certain medium and high density residential zones and light industrial zones. The bill mandates that local governments update their land use regulations accordingly within one year of the bill's effective date.

House Bill 2411 establishes the Industrial Site Loan Fund, with an initial allocation of \$40 million to provide financial assistance for industrial land development projects, to be managed by the Oregon Business Development Department dba Business Oregon. This fund could be instrumental in advancing the Coffee Creek and Basalt Creek industrial areas.

# **Groundwork goes live!**

Building a thriving community doesn't happen by chance—it takes strategy, investment, and years of thoughtful planning. Groundwork is a new column in the Boones Ferry Messenger, authored by Economic Development Staff, dedicated to uncovering the behind-the-scenes efforts shaping Wilsonville's economic future. From business growth and job creation to community investments and long-term planning, we'll explore the big questions and ongoing work that make Wilsonville a great place to live and do business. The first column was written this month and will appear in the March edition of the Boones Ferry Messenger.



Child Care grant tentatively awarded

As Council directed at the end of 2024, Staff worked with a vendor called Upwards (at no cost), to apply for Clackamas County CDBG (Community Development Block Grant) funds in late 2024, to support child care providers in Wilsonville—especially in-home providers—to increase capacity and financial viability for their businesses.

Staff learned this month that our application for \$80,000 (\$40,000 per year for two years) has been tentatively approved. A final determination hinges on the federal government and if they change established funding allocations to the CDBG program, as well as the approval of the County Board of Commissioners. Traditionally, the County Board has supported the staffrecommended funding awards.

#### Twist Bioscience submits timely verification documents

Twist is the first and, to date, the only participant in the City's "WIN" (Wilsonville Investment Now) economic development incentive program. The company committed to a \$70M capital investment and the creation of at least 200 jobs, with an average annual wage of at least \$70,000. Twist became eligible for a partial tax rebate under the program in 2023, and after staff verified that it

had met its contractual commitments in 2024, a rebate

payment was issued in July of that year.

Staff has now received Twist's year-two verification materials, which confirm that the company has maintained its investments, paid its taxes, and retained a workforce of at least 200 employees, meeting the established thresholds. Pending final staff review, Twist is set to receive its second tax rebate check in 2025. Under the WIN program, Twist may be eligible for partial tax rebates for up to seven years.



# **Engineering Division, Capital Projects**

# 2024 Street Maintenance (4014/4118/4725)

Nearing it's completion, the 2024 Street Maintenance Project rehabilitated three sections of roadway, Bailey Street east of Boones Ferry Road, Boones Ferry Road between Wilsonville Road and Bailey Street, and Boberg Road between Boeckman Road and Barber Street. Contained within these streets, 15 pedestrian ramps and 10 pedestrian signal push buttons have been upgraded to meet current accessibility standards. Punchlist items are still being resolved prior to final payment. Staff expects that this project will be completed in March 2025.

# FY25-28 Street Maintenance (4014)

On December 2, 2024, City Council approved signing a contract with Century West Engineering for the design of road rehabilitations in Fiscal Years 2026-28. Meanwhile, staff is working concurrently to complete necessary crack sealing and slurry sealing in Fiscal Years 2025-28.

In Spring 2025, the Villebois neighborhood will receive crack sealing where needed and these same areas will receive slurry sealing summer of 2025. This inexpensive method will delay the need for more costly measures to the roadway, further extending the funds ability to manage the entire road network.

## **Boeckman Creek Flow Mitigation (7068)**

This project will look at storm water flows coming off the Siemens site towards Boeckman Creek. Historically, these flows were directed towards the Coffee Creek wetlands, but with development of the Siemens site, flows were altered to head towards Boeckman Creek in the 1980s. These flows are needed to return to their natural waterways with the installation of the new Boeckman bridge. 60% plans will be delivered to the City in the next 30 days. Council approved property acquisitions needed for the project. Meetings with property Owners continue to explain the project.

## **Boeckman Creek Interceptor (2107)**

This project will upsize the existing Boeckman Creek Interceptor sewer collection pipeline in order to support the development of the Frog Pond area. A regional trail will be installed as a part of the maintenance path from Boeckman Road to Memorial Park. Field investigations of the original area are finished, however, it was determined additional field investigations are needed to complete the routing study. CIP 7054, Gesellschaft Water Well Channel Restoration, will also be brought into this project to minimize City design and construction costs. Investigative



Rendering of the trail and sanitary sewer maintenance path.

work on the west side of the Wilsonville Bridge at Boeckman Creek is completed. Preliminary design iterations are complete, and a several workable solutions have been identified to meet all project needs. A public open house was held on September 11 to seek input on the design to refine the layout. Results of the feedback were generally positive. Geotechnical drilling and other field investigations were scheduled for January 20, and will continue into March. 30% plans will be turned into the City for review in the next 30 days.

# **Engineering Division, Capital Projects**

#### **Brown Road Improvements Project (1148)**

The Brown Road Improvement Project provides upgrades that bring Brown Road in closer alignment with current City standards for urban roads. The section of roadway to be upgraded extends from SW Wilsonville Road to SW Evergreen Drive. Anticipated upgrades improve connectivity by adding bike lanes, sidewalks, and provide better and safer access to adjacent neighborhoods. Surveying, geotechnical explorations, transportation studies, and a tree inventory are currently in progress at the project site. The team is gathering input from the community and evaluating alternatives for typical road sections. An alternatives analysis is being produced and expected to be delivered to the City in early 2025. A second Community Open House was held in early February 2025 to present preliminary designs and concepts with the community and any other interested partners. The City is currently working with the consultant team to reach a 60% design. The City anticipates construction will begin in Spring of 2026 and will be completed by the end of 2026.

## Boeckman Road Corridor Project (4212/4206/4205/2102/7065)

This project involves the design and construction of the Boeckman Dip Bridge, Boeckman Road Improvements (Canyon Creek Road - Stafford Road), Canyon Creek Traffic Signal, and Boeckman Road Sanitary Sewer projects. The Tapani-Sundt Joint Venture is now complete with design. Property acquisitions are advancing, and very nearly complete. This project has been divided into several guaranteed maximum price (GMP) packages.

# GMP 1: Temporary Traffic Signal at Stafford Road and 65th Avenue

Complete!

#### GMP 2: Meridian Creek Culverts, House Demo

Complete!

# GMP 3: Bridge, Roundabout, and Road Widening

- Sewer installation is complete, marking another major milestone for this project.
- Base paving and curbs east of the bridge is complete. Sidewalks are currently being installed and are nearly complete.
- Joint utility Trench This work includes installing conduits underground to move overhead lines underground.
  - ♦ East of the bridge Most wires have been installed underground. The overhead wires will be removed when the bridge section is complete.
  - West of the bridge Utility companies have started moving wires underground.
    - The overhead wires will be removed when the bridge section is complete.
  - Under the bridge -Conduits installed under the bridge.
- Work in the roundabout (pictured) at Canyon Creek and Boeckman has started, the first phase of five is completed. Traffic is expected to shift as work progresses.



# **Engineering Division, Capital Projects**

# Boeckman Road Corridor Project (con't)

- Trail construction from Boeckman under the bridge is nearly complete.
- Bridge Construction
  - The bridge deck has been poured.
  - Sidewalk and handrail installation will be occurring shortly.
- Final asphalt surface and striping to be completed summer 2025.



The start of the Boeckman Trail is shown with the bridge in the background.

The entire project is expected to be complete in Fall 2025.

# West Side Level B Reservoir and Transmission Main (1149)

This project includes design and construction of a new 3-million-gallon water reservoir just west of City limits, along with approximately 4000 feet of 24-inch transmission main in Tooze Road connecting to the City water system. City Council awarded the construction contract to Tapani, Inc. in June 2024. Construction began in July 2024 and is scheduled for completion in the summer/fall of 2025.

Completed Major Elements: Mass grading of the site, concrete foundation, floor, wall, and roof installation.

Construction of the reservoir walls and roof is complete. Tank construction is expected to be completed in March. Commissioning of the new reservoir is scheduled for late spring of 2025.



Reservoir roof construction

The Tooze Road transmission main installation is complete, except for the connection to the existing City water main, which will occur in early March. Final paving of Tooze Road will be completed in the spring or summer of 2025, followed by fencing and landscaping of the reservoir site.

# **Engineering Division, Capital Projects**

# Water Treatment Plant (WTP) Expansion to 20 MGD (1144)

This project expands the water treatment plant capacity to 20 million gallons per day to support water demands in the City and Sherwood. Construction began in June 2022, with completion expected in the fall of 2025. The majority of work is complete, with testing, commissioning, and troubleshooting of new equipment currently underway.

Completed Major Elements: Larger pumps, electrical equipment, and generator, seismic improvements, and replacement of portions of the treatment process. Remaining work includes conversion of the former generator room into storage/workshop space in March and installation of an electrical transformer in the fall of 2025, after which the project will be complete.

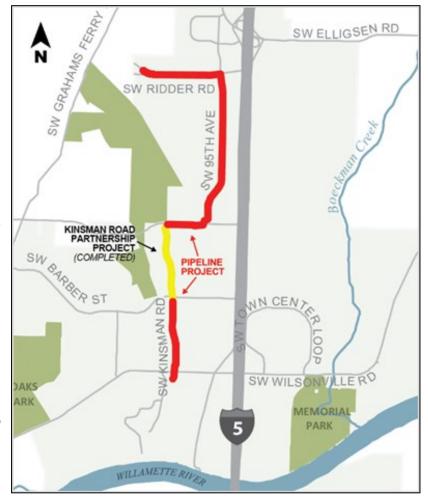


Inspection and testing a new finished water pump at WTP

#### **WWSP Coordination (1127)**

Ongoing coordination efforts continue with the Willamette Water Supply Program (WWSP). Here are the updates on major elements within Wilsonville:

- Phase 1, Wilsonville Road
   (PLM\_1.1) Arrowhead Creek Lane to
   Wilsonville Road—COMPLETE
- Phase 2, Garden Acres Road to 124th (PLM\_1.2) Ridder Road to Day Road—COMPLETE
- Phase 3, Wilsonville Road to Garden Acres Road (PLM\_1.3) The WWSP's last section of transmission pipeline to be constructed in the City of Wilsonville began in fall 2022, with completion planned for 2025. It will connect the remaining portion of the pipeline through Wilsonville and has an alignment along Kinsman Road, Boeckman Road, 95th Avenue, and Ridder Road (see image). The Engineering Division is currently in the process of reviewing final plans and coordinating construction. The trenchless crossing under Wilsonville Road and under Boeckman Road have been completed. Pipe install on 95th Avenue from Boeckman Road to Ridder Road has been completed and restoration of the sidewalk and curb and gutter on the east side of the road is ongoing. The northbound lane of 95th Avenue from Boeckman



Road to Ridder Road has been temporarily paved and is opened to two-way traffic. Permanent concrete road panel restoration of 95th Avenue to follow in Summer 2025.

# **Engineering Division, Private Development**

# **Residential Construction Activities**

# Canyon Creek South Phase 3

The contractor continues to work on punchlist items for closeout. The City continues to await submittal of construction drawings for the open space improvements.

# Frog Pond West

Frog Pond West continues to see significant construction activities. Housing construction in the Frog Pond Ridge, Frog Pond Crossing, Frog Pond Estates, Frog Pond Oaks and Frog Pond Vista subdivisions is on-going.

- Frog Pond Overlook, a 24-lot subdivision located north of Frog Pond Lane, and west of Frog Pond Vista, has completed infrastructure improvements. The plat has been recorded and home construction is anticipated to begin in late February.
- Frog Pond Petras, a 21-lot subdivision located on the northern corner of Frog Pond Lane and Stafford Road, has submitted plans for infrastructure construction. Construction is anticipated to commence in the Spring 2025.
- Frog Pond Primary, the new West Linn-Wilsonville School District primary school on Boeckman Road is working primarily onsite. Other construction is still on hold until the District resolves some contracting issues.
- Frog Pond Terrace, a 19-lot subdivision located north of Morgan Farms, paved in November and is working on punchlist items to complete the subdivision improvements. The plat has been recorded and home construction is anticipated to begin in late February.



Construction continues at Frog Pond Crossing, Frog Pond Oaks and Frog Pond Vista

# **Natural Resources Division**

# "Free" Native Tree Program

To help reduce stream temperature and pollutants, the City offers up to five native tree seedlings for any resident or business, within the City Limits, to install on their property. Residents or businesses receive a tree coupon, which allows them to redeem the native plants at Bosky Dell Natives nursery. Plantings along streams, riparian corridors, or other water bodies are encouraged, but regardless of the location, tree plantings enhance the City's urban forest and contribute to a healthier environment. The incentive program is part of the strategy to address the City's NPDES stormwater permit requirements.







# **Planning Division, Current**

#### **Administrative Land Use Decisions Issued**

- 2 Type A Tree Permits
- 4 Type B Tree Permits
- 1 Type C Tree Permit
- 2 Class 1 Administrative Reviews
- 2 Class 2 Administrative Reviews
- 5 Class 1 Sign Permits

# Construction Permit Review, Development Inspections, and Project Management

In February, Planning staff worked with developers and contractors to ensure construction of the following projects are consistent with Development Review Board and City Council approvals:

- CIS Office Building at Wilsonville Road and Kinsman Road
- Industrial development on Day Road and Garden Acres Road
- New PGE substation on Parkway Avenue north of Boeckman Road
- Residential subdivisions in Frog Pond West
- Transit-Oriented Development on Barber Street

#### **Development Review Board (DRB)**

DRB Panel A did not meet in February.

DRB Panel B met on February 24. During the meeting the board received training on public meetings law and reviewing waivers.

#### **DRB Projects Under Review**

During February, Planning staff actively worked on the following major projects in preparation for potential public hearings before the Development Review Board:

- Residential zone change and partition off Camelot Street
- Sign Waiver for Parkworks campus
- Temporary Use Permit for modular offices at Republic Service

# **Planning Division, Long Range**

# Climate Friendly and Equitable Communities (CFEC) Parking Compliance

On March 10, 2022, Governor Kate Brown issued Executive Order 20-04, directing state agencies to reduce climate pollution. Executive Order 20-04 was in response to Oregon not meeting its climate pollution reduction goals, one of which was adopted in 2007 by state legislators to reduce the state's climate pollution by 75% by 2050. In response, the Oregon Land Use Conservation and Development Commission (LCDC) developed, and the State adopted, updates to Oregon's transportation and land use planning administrative rules (OARs). These new OARs and local government compliance with them are the core of what is called the Climate Friendly and Equitable Communities (CFEC) program. Among the CFEC requirements is parking reform to remove or substantially reform minimum parking requirements in local government codes based on the State's findings that minimum parking requirements overproduce parking leading to, among other things, inefficient land use, less walkability, and more pollution from driving. On February 3 the City Council held a work session where they provided input to the project team on which compliance option to pursue. During the remainder of February the project team worked on draft code updates and preparing for an outreach event in March.

# **Planning Division, Long Range**

#### **Housing Our Future**

This multi-year project will analyze Wilsonville's housing capacity and need followed by developing strategies to produce housing to meet the identified housing needs. This will build upon previous work, including the 2014 Housing Needs Analysis and 2020 Equitable Housing Strategic Plan. In February, the City Council held a work session to confirm which actions should be included in the Housing Production Strategy, based on prior Task Force input. Based on this input, the project team will draft the Housing Production Strategy report, which Planning Commission and City Council will review at work sessions in April.

# **Legislative Session Involvement**

It is a busy start to the legislative session for bills related to land use and housing. Planning staff continues to track various bills, participate in coordinating meetings with the League of Oregon Cities and the Governor's Office, and support the preparation of comments and testimony.

# Oregon White Oak Response Coordination and Leadership

In February, Associate Planner Georgia McAlister continued as a key member of the Mediterranean Oak Borer (MOB) task force, continuing to coordinate efforts between various City Divisions and Departments, as well as contract arborists, property owners, and others to diagnose and make a plan to address the declining health of a number of the City's Oregon white oak (OWO) trees. The Canyon Creek Meadows Homeowners Association (HOA) is developing a care plan for their OWOs and reached out to the City for support.

The Oregon Department of Forestry (ODF) and Oregon Department of Agriculture (ODA) plan to expand their trapping efforts in the coming year to better understand the spread of MOB throughout Oregon. Oregon State University (OSU) graduate students are continuing coordination with the City to establish research projects within Wilsonville. At the most recent MOB state coordination meeting researchers indicated results from initial studies should be available soon.

#### **Planning Commission**

The Planning Commission met on February 12. During the meeting the Commission held one work session about the Wilsonville Industrial Land Readiness project focused on the Basalt Creek industrial area on the northwest edge of the City. Staff presented updated information about transportation and utilities, natural resources, and industrial land use types and sought Planning Commission feedback to help inform work on a Basalt Creek Master Plan and Development Code amendments for the planning area.

# Wilsonville Industrial Land Readiness (WILR) Project

The Wilsonville Industrial Land Readiness project combines a focused economic and development potential analysis of the Basalt Creek Concept Plan on the northwest edge of the City with a City-wide Economic Opportunities Analysis and Economic Development Strategy to inform long-range job growth and planning efforts. In February, staff presented information to the Planning Commission and sought their input to reaffirm concepts from the Basalt Creek Concept Plan and define land use types in more detail to inform Master Planning and Development Code amendments. Consultant work has shifted to the second City-wide phase of the project focused on the Buildable Land Inventory (BLI) and Community Engagement Plan. City Council will receive an update on this work in the coming months.