



**CITY OF CORNELIUS
PUBLIC INFRASTRUCTURE ADVISORY BOARD
MINUTES
TUESDAY, MAY 21, 2024
HYBRID MEETING**

In-Person (1300 S Kodiak Circle, Cornelius, OR 97113) and Zoom.

Roll Call: Norby Chartrey, Nancy Arp, Jeff Arp, Ben Romero, Melanie Johnston.

Staff Present: Mark Crowell, Public Works Director; Kevin Oppenlander, Project Manager; Susan Rush, Permit Specialist.

Absent: Brian Domsic; Chrissy Dawson; Janet Fleshman.

In the absence of the Chair and Vice-Chair, Jeff Arp volunteered to Chair the meeting.

1. CALL TO ORDER – ROLL CALL

Jeff Arp opened the meeting at 6:34 p.m.

2. REVIEW AND APPROVAL OF MINUTES – March 19, 2024 and April 16, 2024

Nancy Arp made a motion to approve the minutes for March 19, 2024. Seconded by Romero. Motion passed 5-0. Ayes: Norby Chartrey, Nancy Arp, Jeff Arp, Ben Romero, and Melanie Johnston.

Chartrey made a motion to approve the minutes for April 16, 2024. Seconded by Johnston. Motion passed 5-0. Ayes: Norby Chartrey, Nancy Arp, Jeff Arp, Ben Romero, and Melanie Johnston.

3. ADMINISTRATIVE ANNOUNCEMENTS

a. Public Works Director

Public Works Director Mark Crowell announced all City Offices will be closed for Memorial Day, May 27, 2024. Crowell explained that at the June 3rd City Council meeting, the budget will go before the Council for approval. Crowell provided background about the Budget Committee, including who makes up the Committee. Crowell announced they are retiring, and their last day of work will be June 28, 2024. Crowell recognized Kevin Oppenlander, Project manager, for attaining their Civil Engineering License. The City now has two professional Engineers on staff.

Johnston asked who will be replacing Crowell.

Crowell answered that the City is leaning towards reorganizing the department. Crowell explained nothing is official or ready for announcement. Discussion continued regarding the possible restructuring of the City Public Works staff.

b. Community Development Director - ABSENT

4. COMMUNITY PARTICIPATION - NONE

5. PRESENTATIONS AND APPOINTMENTS – Crowell

a. Melanie Johnston

Crowell reported that Melanie Johnston was appointed by the City Council at the last City Council meeting. Johnston is the 8th member.

b. Jay Larson

Crowell reported that Jay Larson has submitted an application to join the PIAB. Crowell provided some background regarding Larson and their history as a member of the Parks Advisory Board. Larson's appointment is on the next, June 3rd, City Council agenda. With Larson's appointment, the PIAB will have a full Board with no vacancies.

6. CAPITAL IMPROVEMENT PROJECTS AND UPDATES - Oppenlander

a. 19th/Davis Mini Roundabout

Oppenlander provided a brief description of the project, noting some of the challenges to date. Oppenlander explained the project is progressing well, noting some of the work that has been completed in the last work, emphasizing the paving was completed the week prior. The roads are scheduled to open on June 13th. Oppenlander explained the work that still needs to be completed before the roundabout can be opened, including waiting the appropriate time for the curbs to cure. Discussion continued regarding the concrete curing process and timeline.

Norby Chartrey asked if the railroad tracks have been removed.

Oppenlander answered yes, the railroad tracks have been removed, and the City was able to pave that section of road at the same time as the roundabout. Discussion continued about the railroad tracks.

J. Arp asked if the City is able to stripe/paint all the way to the new apartments.

Oppenlander answered that City staff is working on striping with that goal in mind.

Crowell added that if the contractor doesn't agree to complete the work at the same time, it is in the City's maintenance budget to be completed this summer. The planned striping will go from the railroad tracks to the City limits.

b. Booster Station

Crowell briefly described the purpose of the booster pump station, and the project. Crowell estimates building will begin in the next two months. The underground piping is being worked on currently.

N. Arp asked if the project will affect the resident's water pressure.

Crowell answered no. Crowell explained the City has a water line that runs the length of the city and explained the water connections the line has from the water source, City of Hillsboro. Crowell explained how water pressure is controlled. Crowell reported that to his knowledge, everyone in the city has adequate and good water pressure. Discussion continued regarding the water line running through the city, water pressure, and possible related projects in the future.

c. CDBG Sidewalk Projects

Oppenlander gave a brief description of the CDBG Sidewalk Project, including the locations affected. Oppenlander reported the status of the project at each location (12th, 20th, Davis, and 4th). Overall, the projects are nearing completion and on budget. Discussion continued about the cost of ADA ramps.

d. CDBG New Grant – Davis St. Phase 3 – NO UPDATE

e. Laurel Woods Bridge- NO UPDATE

f. S 29th Blvd Alternatives

Oppenlander gave a brief description of the project and its location. Oppenlander reviewed the challenges with the proposed S 29th Blvd project and the proposed alternatives. A long discussion continued regarding street ownership, the exorbitant cost of the original S 29th Blvd project, and the City's budget.

Crowell asked the Board about their opinions on the improvements at the intersection of 12th & Dogwood. Crowell led a discussion on changes in the City, the new street standards, and safety.

g. Fawn Street between 10th & 12th Ave

Oppenlander discussed an item not on the agenda; the public improvements occurring on Fawn Street between 10th & 12th. The City is completing utility improvements for water, sanitary sewer, and storm lines. The City has 60% plans and estimates the plans will be completed to

100% by June 30th. The project will go out for bid next fiscal year. Discussion continued about the project and its location.

- h. Park Fence Installation – NO UPDATE

7. COMMUNITY DEVELOPMENT PROJECTS AND UPDATES – Fryer (Absent)

- a. Long Range Planning
 - i. Visioning – No Update
 - ii. Comprehensive Plan Update/ Parks Master Plan Update - No Update
- b. Current Planning – No Update
- c. Planning Commission: 7:00 pm at City Council Chambers
 - i. May 28: Municipal Code Omnibus Amendment – No Update

8. SITE DEVELOPMENT AND ENGINEERING PROJECTS AND UPDATES - Oppenlander

- a. Single Family Residential
 - i. Laurelwoods – No Update
 - ii. 16th and Alpine

Oppenlander explained the project does not have a final site plan. The applicant has received approval to complete the public improvements for the site. They have been working on replacing the water line; this is a steel line that was on the City's list to replace. The applicants will put curb and gutter on 16th Ave. Discussion continued about the public improvements included as part of this development.

- b. Commercial
 - i. Hybrid Heating & Cooling – No Update
 - ii. Bobcat

Oppenlander explained the project location. Oppenlander reported the developers put in a storm line along the frontage as well as formed the curb and gutter.

Rush added that the developers have been charged fees. Once payment has been received, the building permits will be released. Rush estimates the developers will begin building very shortly. Discussion continued regarding the sidewalk connection, development fees, and the Bobcat business.

- iii. 1st and Baseline – No Update
- iv. Kem Sports Courts – No Update
- v. Chase Bank – No Update.

- c. Industrial
 - i. Meadowlark – No Update
- d. Multi-Family Residential
 - i. Plaza Los Amigos

Oppenlander briefly described the project and its location. Oppenlander reported that the project is essentially completed. The landscaping was completed in the past couple of weeks. They have been moving residents in.

Rush added that they have received their Certificate of Occupancy.

N.Arp asked if there was going to be an Open House.

Crowell speculated that the County may have something planned. Community Development Block Grant funds were used for Plaza Los Amigos and the mini roundabout. The County does plan to have a Grand Opening for the mini roundabout, so Crowell speculated Plaza Los Amigos may be included or involved.

- ii. Calida – No Update
- e. Institutional
 - i. Cornelius Elementary School

Chartrey asked if the developers are going to replace Clark Street when construction is done, noting that the trucks have caused a lot of damage.

Crowell answered no. Crowell explained that the need for street replacement will be addressed as part of the City's paving program.

Oppenlander clarified with Chartrey the location of the damage. Oppenlander reported the street is on the City's list for the paving program. Oppenlander deferred any action knowing that the development was going to occur. Discussion continued regarding the street and sidewalk.

9. PUBLIC AGENCY PROJECTS – Fryer(Absent)/Oppenlander/Crowell

- a. Council Creek Regional Trail

Oppenlander reported that the County estimates construction will begin in 2026. The Trail plans are approximately 60% complete. The City is working with the County to get connections for pedestrians passing dead ends. The City is trying to work with the County on the design, to look at possible trail connections to existing trails in the City.

Crowell added that the plans include from Hillsboro to Forest Grove. The current plans do not include road crossings. Crowell listed many of the streets the pedestrian path will cross, noting those intersections, approximately 40ft, are not included in the plans.

Oppenlander explained there are two separate projects; the trail project is separate from the crossing project. The crossings will be designed separately. Discussion continued about funding.

- b. Emerald Ash Borer – No Update
- c. ODOT East Lane RRFB

Chartrey asked if there is criteria for how ODOT selects sites to place RRFB crossings.

Crowell answered yes and explained ODOT completed a safety study that covered the highway from Forest Grove to Beaverton. Their goal is to make TV Highway safer. Discussion continued with speculation about the need for the RRFB at the location.

- d. TVHWY Bus Rapid Transit project- No Updates
- e. Metro projects – No Update
 - ii. Tarrybrooke Park
 - iii. Steamboat Park
 - iv. King’s Island
- f. East Council Creek Trail Master Plan – No Update

10. OPERATIONS UPDATE & DISCUSSIONS – Crowell

- a. Utility Maintenance

Crowell reported that the City is currently working on a mandate from the Environmental Protection Agency (EPA) to survey the city’s entire water system for lead pipes. Crowell explained the lead pipe survey and the scope of work the City is completing to identify lead pipes in the water system.

N.Arp asked what will happen when lead pipe is identified.

Crowell answered that determining what action is to be taken is the second phase of the process. The City will have to come up with a plan for how lead pipes will be replaced and how replacements will be funded. Crowell speculated where the city won’t find lead and noted anything newer than 1986 will not include enough lead to need to be replaced. Discussion continued about the types of metal pipes in the City.

- b. Park Maintenance

Crowell reported the crews have been cleaning and televising sanitary sewer lines, street sweeping, and performing maintenance on water quality facilities. The City purchased eight new garbage shrouds/receptacles to be placed in the downtown area. Crowell explained further the type of garbage covers that the City is switching to using, the location of the new items, and the reason for the change. Crowell discussed the Franchise Agreements the City has with Evergreen Disposal and Hillsboro Garbage Disposal. Crowell added that the next phase is to include public art on the new garbage cans.

N.Arp commented that it would be nice for the City to include the school children on the art program.

Crowell responded that the Communication and Engagement Manager has been in communication with the Forest Grove High School art teacher and will be in contact with other schools during the process. Crowell continued reporting on the utility and parks crew, noting the regular park maintenance and manhole inspections are being completed. Crowell reported on the sporting events that occurred at Harleman Park during the past weekend; there were approximately 1200 people using the park.

c. Aquifer Storage and Recovery (ASR) Status

Crowell reported the City currently has 65 million gallons of water in the ground and no more is being added. In approximately another month the City will start pulling the water out and including it in the distribution system, for the peak water use season. Discussion continued about the amount of water used daily and the Cities goals for water usage.

d. Recruitment – No Update

e. Board Objectives – No Update

f. Naming Public Spaces/Projects after people - No Update

11. ADJOURNMENT

J. Arp made a motion to adjourn the meeting. Norby Chartrey seconded. Motions passed unanimously, 5-0. Ayes: Norby Chartrey, Nancy Arp, Jeff Arp, Ben Romero, and Melanie Johnston.

Meeting adjourned at 7:56pm.