



**CITY OF CORNELIUS  
PUBLIC INFRASTRUCTURE ADVISORY BOARD  
MINUTES  
TUESDAY, JULY 16, 2024  
HYBRID MEETING**

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

**Roll Call:** Norby Chartrey, Jeff Arp, Ben Romero, Melanie Johnston, Brian Domsic, Janet Fleshman, Jay Larson.

**Staff Present:** Susan Rush, Public Works Business Manager; Ryan Howell, Public Works Operations Manager; Kevin Oppenlander, Project Manager; Barbara Fryer, Community Development Director [left early after providing reports].

**Absent:** Nancy Arp, Chrissy Dawson.

**1. CALL TO ORDER – ROLL CALL**

Brian Domsic opened the meeting at 6:30 p.m.

**2. REVIEW AND APPROVAL OF MINUTES – May 21, 2024**

Jeff Arp made a motion to approve the minutes for May 21, 2024. Seconded by Norby Chartrey. Motion passed 7-0. Ayes: Norby Chartrey, Jeff Arp, Ben Romero, Melanie Johnston, Brian Domsic, Chrissy Dawson, Janet Fleshman, Jay Larson.

**3. ADMINISTRATIVE ANNOUNCEMENTS**

a. Public Works Business Manager

Public Works Business Manager, Susan Rush, reported on the restructuring of Public Works staff. The City Manager, Peter Brandom, along with senior staff members, including Mark Crowell, decided on the restructuring. The restructuring includes two new positions in lieu of a director. Rush's duties include the business aspects of Public Works, and Ryan Howell will manage operations. Rush explained further, there will be restructuring of the Engineering division of Public Works. Kevin Oppenlander's title will change from Project Manager to Assistant City Manager. Two new positions are being added; Junior Project Manager and Senior Project Manager. The current Engineering Technician will move into the Junior Project Manager position. The Senior Project Manager position will remain vacant for the time being.

b. Community Development Director

Community Development Director, Barbara Fryer, reviewed PIAB member term expirations.

**4. COMMUNITY PARTICIPATION - NONE**

**5. PRESENTATIONS AND APPOINTMENTS – NONE**

**6. CAPITAL IMPROVEMENT PROJECTS AND UPDATES - Oppenlander**

a. 19th/Davis Mini Roundabout

Project Manager, Kevin Oppenlander, reported that the 19th & Davis Mini Roundabout is complete. Discussion continued about the roundabout and multiple board members expressed their approval of the finished product.

b. Booster Station

Oppenlander provided a brief description of the project. Oppenlander reported on the issues that have arisen during the project, including the miscalculations regarding elevation, the time delays due to placement, and the need for a temporary booster pump. Oppenlander reported that nearly \$300,000 in change orders will be presented to City Council.

c. CDBG Sidewalk Projects

Oppenlander briefly described the projects and the locations. Oppenlander reported that the project is complete.

Domsic asked if the city has considered including yellow reflective paint on the curb returns near 12th and Dogwood.

Oppenlander answered City staff is considering the inclusion of square reflectors. Oppenlander explained why paint was not a preferred solution. Discussion continued on the need for some solution for the area concerning safety, specifically the crosswalk and bollards.

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

e. Laurel Woods Bridge

Oppenlander briefly described the project. Oppenlander explained the project won't be done until next summer.

f. S 29th Blvd Alternatives – NO UPDATE

g. Fawn Street between 10<sup>th</sup> & 12<sup>th</sup> Ave

Oppenlander briefly described the utility replacement project. The project is approaching 90% plans and will be out for bids in a few months. Construction is expected to happen in the winter.

- h. Park Fence Installation – NO UPDATE

**7. COMMUNITY DEVELOPMENT PROJECTS AND UPDATES – Fryer**

- a. Long Range Planning
  - i. Visioning

Fryer reported that the visioning process is wrapping up and will be completed by the end of September. Fryer explained the visioning purpose and how it relates to City Council decision making.

- ii. Comprehensive Plan Update/ Parks Master Plan Update

Fryer discussed how the visioning process has prompted the need to complete a Parks Master Plan update. This project went out for bid and did not receive enough response, so it is out for bid again after some recrafting. Fryer explained the need for a survey about Cornelius parks. Fryer provided a draft of questions and asked for PIAB member feedback and continued to discuss the survey process.

- iii. New Changes to regulations to comply with state law

Fryer explained their work on making changes to the Development Code to comply with changes in legislature, most notably regarding housing.

- b. Current Planning – No Update
- c. Planning Commission: 7:00 pm at City Council Chambers
  - i. 4<sup>th</sup> Tuesday in September

**8. SITE DEVELOPMENT AND ENGINEERING PROJECTS AND UPDATES - Oppenlander**

- a. Single Family Residential
  - i. Laurel Woods

Oppenlander reported the infrastructure for Laurel Woods in complete. The City Engineer, Terry Keyes, approved Phase 11. There is still building in progress for Phases 9, 10, and 11. Discussion continued on the number of homes yet to be built.

Larson asked about the Parks built adjacent to the Tualatin River and if there is river access.

Oppenlander explained where Mariposa Park is located.

Howell answered there isn't river access, but the City is going to build a causeway over it. Discussion continued about the pedestrian bridge project.

Chartrey asked about the future project south of Laurel Woods.

Oppenlander did not know enough about the project to provide an update and recommended asking Director Fryer at the next meeting.

ii. 16th and Alpine

Oppenlander briefly described the project and location. Oppenlander reported that the project will include improvements on the street, water line replacement, and frontage improvements.

b. Commercial

i. Hybrid Heating & Cooling

Oppenlander briefly explained the project has had many delays and obstacles to overcome.

Rush added the City Engineer has approved the civil plans. There will be a pre-construction meeting the following week, and the applicants will then be able to complete grading and work right-of-way, followed by building permits. Rush noted the applicant has been going through the process for nearly two years. Discussion continued about City staff attempts to make the development process easier.

ii. Bobcat

Oppenlander reported that the frontage improvements are in progress.

Rush added that the developers have requested noise variance permits to pour concrete at five in the morning. Discussion continued about the current work being done on site and the type of business Bobcat is.

iii. 1<sup>st</sup> and Baseline – No Update

iv. Kem Sports Courts – No Update

v. Chase Bank

Oppenlander reported that the project is having similar delays as the Hybrid Heating project. There are three agencies involved, the City of Cornelius, Oregon Department of Transportation (ODOT), and Clean Water Services (CWS). The agencies all work together regarding water detention and hydro modification. Discussion continued about where the applicants are in the

process, including the anticipated release of civil plans, pending fee payments, and building permit release.

- c. Industrial
  - i. Meadowlark

Rush reported that Meadowlark is complete. The applicants submitted for tenant improvements and are leasing the space.

- d. Multi-Family Residential
  - i. Calida – NO UPDATE
- e. Institutional
  - i. Cornelius Elementary School – NO UPDATE

**9. PUBLIC AGENCY PROJECTS – Fryer/Oppenlander/Rush**

- a. Council Creek Regional Trail

Oppenlander reported the project has been divided into two pieces. There is a project for the 10ft wide path/trail and a separate project for the trail crossings/intersections. The trail project includes the bridge portion. The project has 90 percent plans. Once completed they will be shelved until the crossings are designed; the crossings are more difficult and costly. Discussion continued about the site's property ownership and community impacts from construction.

- b. Emerald Ash Borer – NO UPDATE
- c. TVHWY Bus Rapid Transit project

Fryer provided a description of the Transit project. The project includes improvements including eliminating partial pull out bus stops, consistent platform design with bus arrival information kiosks, and more accommodating bike travel lanes. Fryer explained the project aims to increase efficiency and reduce time between buses to 12 minutes. Fryer described the new bus model and the inclusion of 17 new buses. Fryer continued to discuss small details of the project and funding. The project is anticipated to begin construction in 2027.

Larson asked how far west the new bus line will go.

Fryer answered that the bus line goes into Forest Grove but did not know how far west it goes in Forest Grove.

Larson asked how frequently the buses currently come to a stop.

Fryer answered it is supposed to be every 15 minutes, but they are frequently late. Improvements to the traffic signal prioritization will improve the bus reliability.

Larson asked about the extra weight of electric vehicles and the cost to road maintenance.

Fryer responded that road maintenance will need to be budgeted for by ODOT, as that portion of the road belongs to and is maintained by ODOT.

Larson asked what the percentage of ridership is currently.

Fryer answered it depends on location. Ridership is higher in Cornelius than anywhere else in the Portland Metro region. The Walmart stop is one of the highest ridership on/off stops.

Larson asked how full the bus is.

Fryer explained TriMet does not track what percentage of the bus is full at any time. Fryer offered to supply the on/off data at a later time.

Larson commented that the cost seems high for a project that will only improve frequency by three minutes. Larson expressed interest in hearing more from TriMet. Discussion continued about the decision process and the people and organizations involved.

Chartrey asked about the number of stations approved for the project and how that number relates to Cornelius specifically.

Fryer answered that the whole project includes 41 stations, but Cornelius is only a part of that number. Cornelius would lose some stops as a part of the process. The spacing of the stops in downtown Cornelius is under review.

Chartrey asked about the intention to give buses priority leaving the bus stop and how that would be effective.

Fryer explained priority stops will be located after stop lights. Fryer explained further how that would work in helping buses exit stops easier. Discussion continued about the technology and process to make the priority stops work.

At the end of the meeting, the PIAB voted on whether they would like to receive a presentation from TriMet. PIAB members voted yes to having a presentation, 7-0. Ayes: Norby Chartrey, Jeff Arp, Ben Romero, Melanie Johnston, Brian Domsic, Janet Fleshman, Jay Larson.

Discussion continued on scheduling the presentation.

- d. Metro projects – NO UPDATES
  - ii. Tarrybrooke Park
  - iii. Steamboat Park

Larson started a discussion about a possible partnership the City can make with the Tualatin River Keepers in improving Steamboat Park. Discussion continued about the project and location.

Oppenlander offered to connect Larson with City staff more familiar with the project.

- iv. King's Island
- f. East Council Creek Trail Master Plan – NO UPDATE

**10. OPERATIONS UPDATE & DISCUSSIONS – Crowell**

- a. Utility Maintenance

Howell reported on the projects the utility crew members have been completing, including removing striping around removed railroad track crossings, mowing water quality facilities, painting crosswalks and turn lanes, cleaning sewer lines, and fixing water leaks.

Domsic asked if the crew is refreshing street painting for crossings and other similar markings.

Howell answered yes, noting the City does not paint street markings for schools. Discussion continued about pavement markings.

- b. Park Maintenance – NO UPDATE
- c. Aquifer Storage and Recovery (ASR) Status

Howell reported the ASR has no updates other than the City is waiting for the completion of the Booster Pump Station; there are currently 54 million gallons of water in the ground.

- d. Recruitment

Howell reported the City has a seasonal park position open. Seasonal workers work 40hrs a week, including weekend hours.

- e. Naming Public Spaces/Projects after people

Fryer explained there is a park at Plaza Los Amigos that will have a grand opening in September. Fryer recommended PIAB members come up with park names to be voted on at the next meeting.

Larson explained that at the time Hortichok Park was named, the Parks Advisory Board made the decision that the policy would be to not name parks after people anymore. Larson asked if that was still the case.

Fryer answered yes.

11. ADJOURNMENT

Larson made a motion for the PIAB to add to the agenda a discussion about the City forming partnerships for the Steamboat Park Metro project.

Larson made a motion for the PIAB to add to the agenda a discussion about Cornelius applying to become a Bee City with the Bee City USA program. Discussion continued about past efforts to make Cornelius a Bee City.

Larson made a motion for the PIAB to have a discussion about improvements to the off-leash dog area at Water Park, specifically a shade shelter. Romero seconded.

Larson made a motion for the PIAB to investigate having a splash pad at a Cornelius Park. Discussion continued about splash pads. Romero seconded.

Chartrey made a motion to adjourn the meeting. J.Arp seconded. Motions passed unanimously, 7-0. Ayes: Norby Chartrey, Jeff Arp, Ben Romero, Melanie Johnston, Brian Domsic, Janet Fleshman, Jay Larson.

Meeting adjourned at 8:06pm.