

RESOLUTION NO. 808

A RESOLUTION DIRECTING STAFF TO PROCEED WITH PHASING OF CONSTRUCTION IN WILSONVILLE MEMORIAL PARK (WEST SIDE).

WHEREAS, the city staff has prepared a report on the above captioned subject which is attached hereto as Exhibit "A"; and

WHEREAS, the City Council has duly considered the subject and the recommendation(s) contained in this staff report; and

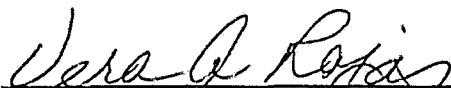
WHEREAS, interested parties, if any, have had an opportunity to be heard on the subject.

NOW, THEREFORE, the City of Wilsonville resolves as follows: That the City Council of the City of Wilsonville does hereby adopt the staff report attached hereto as Exhibit "A", with the recommendation(s) contained therein and further instructs that action appropriate to the recommendation(s) be taken.

ADOPTED by the City Council of the City of Wilsonville at a regular meeting thereof this 4th day of February, 1991, and filed with the Wilsonville City Recorder this same date.

  
SANDRA CHANDLER, City Council President

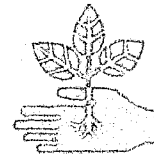
ATTEST:

  
VERA A. ROJAS, CMC, City Recorder

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SUMMARY of Votes:

Councilor Chandler AYE  
Councilor Carter AYE  
Councilor Krummel AYE  
Councilor Van Eck AYE



City of  
**WILSONVILLE**  
in OREGON

30000 SW Town Center Loop E • PO Box 220  
Wilsonville, OR 97070  
(503) 682-1011

EXHIBIT "A"

PARKS AND RECREATION DEPARTMENT  
MEMORANDUM

DATE: JANUARY 31, 1991  
TO: HONORABLE CITY COUNCIL PRESIDENT AND CITY COUNCILORS  
FROM: DEBORAH BLESER, PARKS AND RECREATION DIRECTOR *DeBleser*  
SUBJECT: WILSONVILLE MEMORIAL PARK (WEST SIDE)

On Tuesday, January 22, 1991 the City Council adopted the Master Plan for the west side of Wilsonville Memorial Park. The Parks and Recreation Advisory Board and staff's task is to now revisit the west side conceptual master plan and organize a work study/phasing program on determining what the next steps would be in order to reach the construction stage. The recommended next steps which I perceive to be are:

1. To retain Walker and Macy as Landscape Architect Consultants. The intent of the work scope organized by Walker and Macy is to assist the City Councilors, Advisory Board members and staff in a decision making process. Walker and Macy has extensive background and knowledge of this park land. They are familiar with our City policies/procedures and work productively with the staff, citizenry and Advisory Board members. This firm has accumulated various information, studies and documents up to this point in the process which are invaluable. The City of Wilsonville would highly benefit financially as well as in creating an efficient construction time schedule if Walker and Macy were authorized to continue their consultant work.
2. A work session would be arranged for City Council members, Advisory Board members, staff and Walker and Macy. This overall team would determine what portions of development would be included in Phase One construction. This same group would then establish the other phases for the west side and define the scope of work for the west side master plan.
3. The City Councilors would need to select a date for the work session.

The west side portion of the plan, with any revision, will need to be presented to the Planning Commission for approval prior to any construction bidding. (Added to #2 at the February 4, 1991 City Council meeting.)

**Memorandum: City Council**  
**Re: Park Plan**  
**January 31, 1991**

4. The storm drain discharge problem must be solved prior to any park construction. Walker and Macy would assist our team in selecting a reasonable solution.

Following the completion of these steps, construction documents would then be prepared reflecting the projects which have been listed in Phase One development.

Mike Zilis, Walker and Macy Consultant, is preparing a work scope, schedule and consultant fee statement which will be distributed to City Councilors at the work session held on Monday, February 4, 1991.

The staff and Parks and Recreation Advisory Board is excited to begin construction at Wilsonville Memorial Park. We are looking forward to your suggestions and input as we all determine the phasing plan.

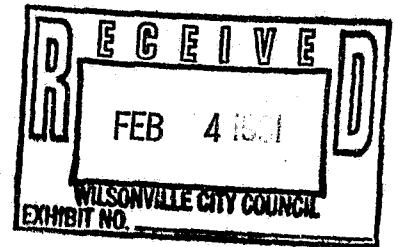
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Planning  
Urban Design  
Landscape Architecture

## Walker & Macy

111 SW Oak, Suite 200  
Portland, Oregon 97204  
Phone: 503-228-3122  
Fax: 503-273-6678

Planning  
Urban Design  
Landscape Architecture



February 4, 1991

Debra Bleser, Director  
Wilsonville Parks and Recreation  
30000 SE Town center Loop E.  
PO Box 220  
Wilsonville, Ore 97070

RE: Professional Design Service Proposal  
Wilsonville Memorial Park

Dear Debra:

The following proposal is for providing design input and facilitating workshops during the formulation of project phasing and budgeting for Wilsonville Memorial Park. As you know, the City Council's approval of the westside Master Plan was a major step toward the improvement of the park. It provided an encouraging sign to the citizens of Wilsonville that the time, effort, and financial commitment given to master planning will provide tangible results in the park.

The Council's discussions and resolution made three points clear: One, that the Council wants to provide direction to the project. This Council is very interested in a hand on approach to the planning and implementation of the improvements. Two, given the elimination of the east side of the park from the current planning efforts, the displaced activities, such as the equestrian area, will require addressing during the development of the west side. And three, the Council is very interested in ensuring that money spent improving Wilsonville Memorial Park provides the maximum benefit to the public. As you know, the phasing was established based on our understanding current funding available and a logical physical improvement sequence. Changes in available funds will require careful examination of the proposed phasing. With the exception of Ms. Chandler, the Council is new to this planning effort, and given their desire to understand and direct the work, I propose that workshop format be established whereby interested Council members, the Parks Board and staff, have the opportunity to openly discuss the intent of the project to date and establish a working relationship to guide the development of the park. Walker & Macy will facilitate the meetings, provide technical information and prepare phasing budgets.

The intent of this work scope is to:

- confirm the improvements desired
- revise the phasing plan as necessary
- establish the budget available for construction
- determine the scope of work for construction
- establish a schedule for phase one improvements

The workshop format will provide a very efficient and expedient way for the Council to be brought into the process and arrive at a consensus as to the implementation of the work.

Letter: Debra Bleser  
February 4, 1991  
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### SCOPE OF WORK

1. Workshop I
  - discuss process to date/review Master Plan materials
  - discuss cost estimates and proposed improvements
  - discuss phasing plans and priorities
  - establish direction and intent of work
  
2. Refinement  
Walker & Macy, working with the direction received and input from staff, will refine:
  - parkwide phasing plan
  - budgets
  - phase one scope of work including:
    - necessary consultants and technical studies (geotechnical engineer, hydrologist etc.)
    - construction schedule
    - fee for phase one construction documentation
  
3. Workshop II
  - Confirm direction and scope of work. Reach consensus as to the phasing, budget and schedule of the work.

### PRODUCTS

- Updated phasing plan
- Budgets by phase
- Phase one schedule, scope, and fees

### SCHEDULE

I anticipate the work to take approximately 2 to 3 weeks depending upon key members schedules. It is important that this work be completed in a timely fashion in order to allow sufficient time for documentation and construction this season.

### FEES

The proposed process allows the City to arrive at a consensus as to the scope of the project prior to committing funds for a construction documentation. It enables the City to ensure the highest level of efficiency from the funds allocated. Walker & Macy's fee is \$1970 plus \$150 expenses. I will facilitate the workshops and refine the work. Mr. Macy will attend workshop #1.

Letter: Debra Bleser  
February 4, 1991  
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It is critical that the Parks Board, Parks staff, and the Council reach consensus and establish a cohesive direction for the project. The public has entrusted the Council and the Board to operate effectively in their behalf in establishing a park that serves the community. This process is a critical step in establishing what will hopefully formulate a strong working relationship.

We look forward to the challenge!

Regards,  
WALKER & MACY



Michael W. Zills

MWZ/ch

project9038  
bleser.lr