



**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: April 3, 2023		Subject: Resolution No. 3053 A Resolution of the City of Wilsonville Authorizing the City Manager to Execute a Real Estate Purchase and Sale Agreement between the West Linn-Wilsonville School District and the City of Wilsonville for the Purchase of Approximately 2.93 Acres for a Neighborhood Park Located in Frog Pond West Staff Member: Amanda Guile-Hinman, City Attorney and Chris Neamtzu, Community Development Director Department: Legal and Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: N/A	
Staff Recommendation: Staff recommends Council approve Resolution No. 3053.			
Recommended Language for Motion: I move to approve Resolution No. 3053.			
Project / Issue Relates To:			
<input type="checkbox"/> Council Goals/Priorities	<input checked="" type="checkbox"/> Adopted Master Plan(s) Frog Pond West Master Plan (2017)	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

Should the City purchase a 2.93-acre site from the West Linn-Wilsonville School District for the Frog Pond West Neighborhood Park site using Metro Local Share funds?

EXECUTIVE SUMMARY:

The Frog Pond West Master Plan identifies an approximately 2.50-neighborhood park site to provide localized recreational opportunities for the community. Over the past year, the City has been working in partnership with the West Linn-Wilsonville School District staff on a proposed transaction that will result in the City purchasing 2.93 acres from the District (Attachments A), which includes a .55-acre wetland and buffer area (.11-acre wetland with a .44-acre buffer) immediately east of the future Frog Pond Primary School (Attachment B). In November, 2022 Parks Department staff obtained Council approval to utilize Metro Local Share funds from the 2019 Regional Parks and Nature Bond Measure to pay for the acquisition. A supplemental budget request was approved by the City Council at the March 20 meeting adding the acquisition portion of this project to the City Budget. A lot line adjustment has been submitted to the City that would move the western most property line 40' to the east resulting in the precise 2.93 acre parcel that the City desires. The lot line adjustment request is being processed by the Planning Division via a Class 1 Administrative Review and is anticipated to be approved by the end of April.

The City and the School District collaborated on a joint appraisal of the site, using Oregon Valuation Group, a mutually agreed upon local firm who has done appraisal work for both the City and the District. There were two appraisals completed. The first (May, 2022) was an analysis of the entire School District ownership of over 12-acres, which included the future primary school site. The second appraisal (December, 2022) was focused specifically on the property that the City desires to purchase. The appraisal arrived at a fair market value of the site based upon its highest and best use, which in this case is single-family residential development on medium sized lots (5,000-7,000 SF). The stated fair market value in the final appraisal report per net developable acre is \$579,832 for a total acquisition cost of \$1,387,200 (2.38-acres X \$579,832/net developable acre, plus \$7,200 for the .55-acre encumbered Significant Resource Overlay Zone (SROZ) wetland area).

The School District has provided the requisite elements necessary to satisfy the requirements of acquisition of property by a public entity, including a Resolution declaring the property as surplus (Attachment C), a Phase 1 Environmental Site Assessment which demonstrates the land is clean and free of environmental contaminants and a Title Report. Other items that the District completed on behalf of the project include a topographic survey, a wetland delineation, and a tree survey. These are reports and data that the City will not have to collect as part of the next phase of the project, which will be finalization of the preferred hybrid site plan based on public input, followed by Development Review Board (DRB) review of the preferred site plan. Additionally, the District demolished all of the structures on the site, further providing cost savings.

EXPECTED RESULTS:

In July 2022, Council received a letter from 42 of the neighbors in Frog Pond West requesting that the City begin the process to design and build the park. Shortly after, the City budgeted funds to begin the design process. Acquisition of the 2.93-acre park site will allow the City to continue to implement the commitments that have been made to the District and the community as part of the Frog Pond West Master Plan.

TIMELINE:

To date, staff has worked closely with the District on the appraisal and all of the associated pieces of information that are necessary to execute site acquisition. A community design survey was recently completed in February for three different site plan options. Now, with community input and preferences in hand, City staff and the design team will create a preferred hybrid site plan based on community input that will then be refined into design development drawings. Tentative project schedule is outlined below:

- DRB Review – Summer/Fall 2023
- Design Development – Fall/Winter 2023
- Construction Documents – Winter/Spring 2023-24
- Bid – Spring 2024
- Construct – Summer/Fall 2024

CURRENT YEAR BUDGET IMPACTS:

Through a supplemental budget adopted on March 20, 2023, the City created the line item necessary to receive and spend the \$1,387,200 of Metro Local Share funds. The City will then deposit the funds into an escrow account at a time mutually agreed to between the City and the District. Target date for this transaction is July 1, 2023, though the transaction may occur later based on the City's receipt of local share funds and the School District's land use application for the development of the neighboring primary school.

COMMUNITY INVOLVEMENT PROCESS:

To date, there have been several community involvement processes focused on the neighborhood park in Frog Pond West. The first was the significant outreach that occurred as part of adoption of the Frog Pond West Master Plan. The second community process that occurred included specific outreach to marginalized populations as part of investigating preferred uses of Metro Local Share funds. This approach included creating a Spanish language flyer and survey, as well as attendance at the 'Popsicle's in the Park' event, the 'Block Party' and the 'Harvest Festival'. Other outreach included attendance at the Diversity, Equity and Inclusion (DEI) Committee, door to door outreach in the neighborhood, as well as attendance at the Family Empowerment Center back to school resource event. The third approach was an on-line survey and visual preference survey that just wrapped up in February with 149 citizens providing their input into preferred designs and amenity packages. More community involvement will occur as part of the DRB review process.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

The addition of the 2.93-acre Frog Pond Neighborhood Park will provide a quality amenity for the residents and visitors to the Frog Pond West neighborhood. The design, being located in close proximity to the Primary School will provide excellent opportunities for recreation close to home helping to create the next great generation of Wilsonville neighborhoods.

ALTERNATIVES:

The Council can choose to purchase a different piece of property, although there are no available suitable sites that Staff is aware of in the area.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

- A. Map of site
- B. Wetland Delineation Map
- C. Resolution of School District Declaration of Surplus Property
- D. Resolution No. 3053
 - 1. Real Estate Purchase and Sale Agreement