



**CITY OF CORNELIUS
PUBLIC INFRASTRUCTURE ADVISORY BOARD
AGENDA**

TUESDAY, JANUARY 20, 2026 – 6:30 PM

HYBRID MEETING

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

HYBRID MEETING:

In-Person:

Public Works and Community Development
Conference Room
1300 S Kodiak Circle,
Cornelius, OR 97113

Zoom:

zoom.us/join
Meeting ID: 848 6006 2677
Passcode: 858495

COMMUNITY PARTICIPATION: Items not on the agenda. Please let the Chairperson and/or staff know that you would like to participate and indicate the nature of your topic. Please wait to be called upon to address the Board.

Community Participation – Rules:

We welcome constructive participation at the Public Infrastructure Advisory Board meetings.

- 1. Please complete a Public Testimony Request Form and turn it in to the staff table along with any written testimony.*
- 2. Please wait to be called upon to speak.*
- 3. Please keep comments to three (3) minutes or less.*
- 4. Please stay on topic and do not repeat information.*
- 5. Please honor the process; i.e.: do not carry on conversations while others are speaking.*

1. CALL TO ORDER – ROLL CALL
2. REVIEW AND APPROVAL OF MINUTES – December 16, 2025
3. ADMINISTRATIVE ANNOUNCEMENTS – Fryer
 - a. Board Position Elections for January Meeting
4. COMMUNITY PARTICIPATION – PIAB CHAIR
5. PRESENTATIONS AND APPOINTMENTS
6. CAPITAL IMPROVEMENT PROJECTS - Keyes

- a. UPDATES
 - i. Booster Station
 - ii. Mariposa Causeway
 - iii. Davis Street – 10th to 11th
 - iv. N. 19th Complete Street
 - v. Paving – FY 26/27
 - vi. N. 13th – 14th Fremont Improvements
 - vii. Council Creek Trail
 - viii. Metro Nature in Neighborhood Projects
 - ix. South Cornelius Collectors Project

- 7. SITE DEVELOPMENT AND ENGINEERING - Keyes
 - a. In Construction: Hybrid HVAC, Cornelius Elementary, Laurel Garden
 - b. Engineering Review: U-Haul, Chick-fil-A, Haney Multi-family
 - c. Projects Approved, but on-hold: 16th/Davis Middle Housing, Council Cove, Calida

- 8. COMMUNITY DEVELOPMENT – Fryer
 - a. City Council – Parks Reservation Policy, Parks Master Plan, Urban Planning Area Agreement, Park Naming, Reappointment of Janet Fleshman
 - b. Upcoming Planning Commission Meetings
 - i. January 27, 2026: Transportation System Plan Amendment (CPMA-2025-01)
 - ii. February 24, 2026: New Subdivision, 230 units attached and detached homes (CUP-2025-04/PUD-2025-02/SUB-2025-02)
 - c. Long Range Planning activities -
 - i. Housing Needs Analysis
 - ii. Comprehensive Plan Update
 - iii. Parking Study in Town Center plus ¼ mile
 - iv. TVHWY Transit and Safety Project – First CAC meeting January 12, 2026

- 9. OPERATIONS UPDATES - Howell
 - a. Utility Maintenance, Park Maintenance, ASR Status

- 10. BEE CITY USA – Fryer

- 11. BOARD DISCUSSIONS
 - a. Plaza Los Amigos

- i. Park naming – keep named as PLA, or designate with another name?

12. ADJOURNMENT



**CITY OF CORNELIUS
PUBLIC INFRASTRUCTURE ADVISORY BOARD
MINUTES
TUESDAY, DECEMBER 16, 2025 – 6:30 PM
HYBRID MEETING**

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

Roll Call: Secretary Melanie Andersen (joined at 6:40 PM), Vice-Chair Nancy Arp, Norby Chartrey, Brian Domsic, Chair Janet Fleshman, Jay Larson

Staff Present: Peter Brandom, City Manager; Barbara Fryer, Community Development Director; Ryan Howell, Public Works Operations Manager; Terry Keyes, City Engineer; Susan Rush, Public Works Business Manager

Guests/Presenters: Peter Brandom, City Manager; Terry Keyes, City Engineer

Absent: Daniel Rodriguez (excused absence), Ben Romero (unexcused absence)

1. CALL TO ORDER – ROLL CALL

Chair Janet Fleshman opened and facilitated the meeting at 6:34 PM.

2. REVIEW AND APPROVAL OF MINUTES – November 18, 2025

Jay Larson made a motion to approve the minutes for November 18, 2025. Seconded by Norby Chartrey. The motion passed unanimously, 5-0. Ayes: Vice-Chair Nancy Arp, Norby Chartrey, Brian Domsic, Chair Janet Fleshman, Jay Larson.

3. ADMINISTRATIVE ANNOUNCEMENTS – Rush

- a. Janet Fleshman – recommendation for re-appointment to the PIAB

Jay Larson made a recommendation for re-appointment of Janet Fleshman to the PIAB, and to forward the recommendation to Council.

- b. Board Position Elections for January Meeting

Susan Rush, Public Works Business Manager, stated that Chrissy Dawson has resigned from their position effective 12/05/2025. Rush continued, stating that there are four openings on the Budget Committee, which typically meet once near the end of April.

Rush added that this is the last meeting for Secretary Melanie Andersen (moving to Forest Grove) and Ben Romero (term expiring).

c. Ex-Officio for January and February Meetings

Rush stated that they will be absent for the January 2026 and February 2026 meetings. Barbara Fryer, Community Development Director, will step in and assume Ex-Officio for those two meetings.

4. COMMUNITY PARTICIPATION – None

5. PRESENTATIONS AND APPOINTMENTS

a. Bee City USA presentation – Peter Brandom

[Secretary Melanie Andersen arrived.]

Peter Brandom, City Manager, provided an overview of the Bee City USA program, and outlined the steps to be executed to accomplish this goal of acceptance to the program. Brandom continued a discussion on the Backyard Habitat Certification Program, and possibly bringing this certification program to Cornelius as well. Discussion continued on reporting requirements, additional actions taken to become Bee City USA, and individual successes with pollinator patches and committee responsibilities.

Jay Larson made a motion that the PIAB also become the Bee City USA Committee, and for Brandom to take this motion to the City Council in January of 2026. Seconded by Norby Chartrey. The motion passed unanimously, 6-0. Ayes: Secretary Melanie Andersen, Vice-Chair Nancy Arp, Norby Chartrey, Brian Domsic, Chair Janet Fleshman, Jay Larson.

b. South Cornelius Collectors Project – Terry Keyes

Terry Keyes, City Engineer, provided an overview of the South Cornelius Collectors Project, and recapped the responses from the community members at the public meeting. Discussion continued on future development options, costs for the street improvements, and timeline projections.

6. CAPITAL IMPROVEMENT PROJECTS - Keyes

a. UPDATES

- i. Booster Station
- ii. Mariposa Causeway

Keyes stated that both of these projects are nearing completion.

iii. Davis Street – 10th to 11th

Keyes reported that this project is almost completed, with the exception of some striping which is weather dependent.

iv. N. 19th Complete Street

Keyes stated that this project is using funds from the Major Streets Transportation Improvement Program (MSTIP). Keyes continued, overviewing the highlights of the project and estimated timelines.

v. Paving – FY 26/27

Keyes briefly updated the PIAB on the details of next fiscal-year paving project, and stated that this project is currently in the design phase.

vi. N. 13th – 14th Fremont Improvements

Keyes stated that this project is in the design phase, and will start construction in July of 2026.

vii. Council Creek Trail

Keyes briefly provided details on the Council Creek Trail project, and added that the trail and the crossings are separate projects, with two different consultants. A kickoff meeting with the consultant designing the rail crossings is scheduled for January of 2026.

viii. Metro Nature in Neighborhood Projects

Keyes stated that design will start this winter on the Pocket Forest in Tarrybrooke Park. Keyes continued, stating that a meeting with Metro is scheduled in January of 2026, to discuss Steamboat Park logistics.

ix. South Cornelius Collectors Project

Keyes presented on the South Cornelius Collectors Project earlier in the meeting (Item 5b).

7. SITE DEVELOPMENT AND ENGINEERING - Keyes

a. In Construction:

i. Hybrid HVAC

Keyes reported that this project is moving along very slowly, but is still being worked on.

ii. Cornelius Elementary

Keyes stated that the school is complete, with the exception of the artificial turf field. Keyes added that the field is weather-dependent, but will be completed and accepted soon.

iii. Laurel Garden

Keyes stated that the infrastructure is almost done, and home construction will begin soon.

b. Engineering Review:

i. U-Haul

ii. Chick-fil-A

Keys stated that the U-Haul and Chick-fil-A projects are both in engineering review.

iii. Haney Multi-Family

Keys stated that the Haney Project is awaiting plan approval from Clean Water Services (CWS), and then the plans will be sent to Oregon Department of Environmental Quality (DEQ) for their review and approval.

- c. Projects Approved, but on-hold:
i. 16th/Davis Middle Housing

Keys reported that this project has been approved, but hasn't started construction yet.

ii. Council Cove

Keys stated that this subdivision has been approved, and they have been working on engineering plans, but they haven't begun construction.

iii. Calida

Keys reported that Calida is waiting for ODOT approval to begin construction.

8. COMMUNITY DEVELOPMENT - Fryer

a. Planning Commission:

Barbara Fryer, Community Development Director, stated that there are three openings for the Planning Commission. Fryer continued stating that the Commission meets on the first and third Tuesdays of the month.

b. Parks Master Plan

Fryer stated that the Parks Master Plan went before the Planning Commission on December 9, 2025, and will go before the City Council on January 5, 2026. Fryer continued stating that they will have an update at the next PIAB meeting.

c. Transportation System Plan – Collector Amendment

Fryer reported that Holt is proposing an amendment to the Transportation System Plan, which would revise the collector streets. If the City Council approves the ordinance change, the amendment will go to the Planning Commission on January 27, 2026.

9. OPERATIONS UPDATES - Howell

a. Utility Maintenance, Park Maintenance, ASR Status

Ryan Howell, Public Works Operations Manager, stated that the crew has been working on flushing fire hydrants, TVing and cleaning the stormwater pipes, along with the regular

maintenance and general upkeep within the City. Howell added that there is one more Saturday left for leaf drop-off this year: 12/20/2025.

10. BOARD DISCUSSIONS

a. Laurel Woods Causeway naming

Chair Janet Fleshman led a discussion on naming the Laurel Woods Causeway.

Vice-Chair Nancy Arp suggested Mariposa Causeway for a new name.

Jay Larson made a motion to name the Causeway, Mariposa Causeway. Seconded by Secretary Melanie Andersen. The motion passed unanimously, 6-0. Ayes: Secretary Melanie Andersen, Vice-Chair Nancy Arp, Norby Chartrey, Brian Domsic, Chair Janet Fleshman, Jay Larson.

b. Attendance guidelines

Chair Janet Fleshman led a discussion on attendance guidelines.

Jay Larson made a motion to align the attendance guidelines to the Planning Commission attendance guidelines; three consecutive unexcused absences per year. Seconded by Secretary Melanie Andersen. The motion passed unanimously, 6-0. Ayes: Secretary Melanie Andersen, Vice-Chair Nancy Arp, Norby Chartrey, Brian Domsic, Chair Janet Fleshman, Jay Larson.

11. ADJOURNMENT

Secretary Melanie Andersen made a motion to adjourn the meeting. Jay Larson seconded. The motion passed unanimously, 6-0. Ayes: Secretary Melanie Andersen, Vice-Chair Nancy Arp, Norby Chartrey, Brian Domsic, Chair Janet Fleshman, Jay Larson.

Meeting adjourned at 8:00 PM.