

**DEVELOPMENT REVIEW BOARD MEETING**

**THURSDAY, NOVEMBER 14, 2024**

**6:30 PM**

---

Board Member Communications:

3. Recent City Council Action Minutes

City Council Meeting Action Minutes  
October 7, 2024

**COUNCILORS PRESENT**

Mayor Fitzgerald  
Council President Akervall  
Councilor Linville  
Councilor Berry - Excused  
Councilor Dunwell

Dan Pauly, Planning Manager  
Kimberly Veliz, City Recorder  
Jeanna Troha, Assistant City Manager  
Jim Cartan, Environmental Specialist  
Katherine Smith, Assistant Finance Director  
Keith Katko, Assistant Finance Director  
Kerry Rappold, Natural Resources Manager  
Stephanie Davidson, Assistant City Attorney  
Zach Weigel, City Engineer  
Zoe Mombert, Assistant to the City Manager

**STAFF PRESENT**

Andrew Barrett, Capital Projects Eng. Manager  
Amanda Guile-Hinman, City Attorney  
Bryan Cosgrove, City Manager  
Cindy Luxhoj, Associate Planner

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	<b>START: 5:01 p.m.</b>
A. Boeckman Creek Sanitary Sewer Interceptor and Trail Project Update	Staff shared preliminary designs for the Boeckman Creek Interceptor and Trail Project. Informed by engagement with project neighbors, the project is to provide key sewer infrastructure to support future development in Frog Pond and yield a new trail segment that extends from Boeckman Road to Memorial Park.
B. Climate Action Plan	Staff provided an update on the development of Wilsonville’s Climate Action Plan (CAP), which is a roadmap being developed in partnership with Clackamas County to identify actions and strategies aimed at achieving net-zero greenhouse gas (GHG) emissions to mitigate the effects of climate change.
C. Housing Our Future Conversation Guide	Staff discussed the Conversation Guide, a public-engagement tool to inform the Housing Our Future project. The guide enlists and empowers residents to host conversations with friends, family, and colleagues to discuss local housing needs and identify how the City can support those needs to help address Oregon’s critical housing shortage.

<b>REGULAR MEETING</b>	
<u>Mayor’s Business</u> A. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.
<u>Communications</u> A. Boeckman Creek Primary Community Enhancement Program (CEP) Project Update	Staff reported on the progress of a Wilsonville-Metro Community Enhancement Program-funded project at Boeckman Creek Primary School to teach students the basics of watershed management.
<u>Consent Agenda</u> A. <b><u>Resolution No. 3166</u></b> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Goods and Services Contract With Andersen Pacific Inc., For Replacement And Maintenance Of City Water Features  B. <b><u>Resolution No. 3170</u></b> A Resolution Of The City Of Wilsonville Acting In Its Capacity As The Local Contract Review Board Authorizing The City Manager To Execute A Contract With Tyler Technologies For Converting To A Cloud Based Install Of The City’s Enterprise Resource Planning (ERP) Software.  C. <b><u>Resolution No. 3171</u></b> A Resolution Of The City Of Wilsonville Amending Resolution No. 1924 And Adopting A Street Naming Policy For Wilsonville Town Center.  D. Minutes of the August 5, 2024 City Council Meeting.	The Consent Agenda was approved 4-0.
<u>New Business</u> A. None.	
<u>Continuing Business</u> A. None.	
<u>Public Hearing</u> A. <b><u>Resolution No. 3172</u></b> A Resolution Of The City Of Wilsonville Authorizing A Supplemental Budget Adjustment For Fiscal Year 2024-25.	After a public hearing was conducted, Resolution No. 3172 was approved 4-0.

<p><b>B. <u>Ordinance No. 894</u></b> An Ordinance Of The City Of Wilsonville Declaring And Authorizing The Vacation Of Approximately 0.35 Acre (15,275 Square Feet) Of Public Right-Of-Way That Is No Longer Needed For Westward Extension of SW Bailey Street from Old Town Wilsonville To SW Kinsman Road In The Central Part Of The OrePac Property.</p> <p><b>C. <u>Ordinance No. 895</u></b> An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The City Of Wilsonville Future Development Agricultural-Holding (FDA-H) Zone To The Planned Development Industrial (PDI) Zone On Approximately 8.66 Acres At The OrePac Properties Located At 9655 SW 5th Street.</p>	<p>After a public hearing was conducted, Ordinance No. 894 was approved on first reading by a vote of 4-0.</p> <p>After a public hearing was conducted, Ordinance No. 895 was approved on first reading by a vote of 4-0.</p>
<p><u>City Manager’s Business</u></p>	<p>The City Manager announced he would be attending the League of Oregon Cities (LOC) conference in Bend the following week.</p>
<p><u>Legal Business</u></p>	<p>The City Attorney reported the Land Use Board of Appeals (LUBA) determined the Home Depot proposed use of the former Fry’s Electronics store would not be a continuation of a nonconforming use after the City had adopted new zoning codes for the Town Center</p>
<p><b>URBAN RENEWAL AGENCY</b></p>	
<p><u>URA Consent Agenda</u></p> <p>A. Minutes of the September 5, 2024, Urban Renewal Agency Meeting.</p>	<p>The URA Consent Agenda was approved 4-0.</p>
<p><u>New Business</u></p> <p>A. None.</p>	
<p><u>URA Public Hearing</u></p> <p>A. <b><u>URA Resolution No. 352</u></b> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing A Supplemental Budget Adjustment For Fiscal Year 2024-25.</p>	<p>After a public hearing was conducted, URA Resolution No. 352 was approved 4-0.</p>
<p><b>ADJOURN</b></p>	<p>8:58 p.m.</p>

City Council Meeting Action Minutes  
October 21, 2024

**COUNCILORS PRESENT**

Mayor Fitzgerald  
Council President Akervall  
Councilor Linville  
Councilor Berry  
Councilor Dunwell – Present for Work Session

Cindy Luxhoj, Associate Planner  
Dan Pauly, Planning Manager  
Kimberly Veliz, City Recorder  
Jeanna Troha, Assistant City Manager  
Mark Ottenad, Public/Government Affairs Director  
Matt Lorenzen, Economic Development Manager  
Miranda Bateschell, Planning Director  
Zach Weigel, City Engineer  
Zoe Mombert, Assistant to the City Manager

**STAFF PRESENT**

Amanda Guile-Hinman, City Attorney  
Amy Pepper, Engineering Manager  
Bryan Cosgrove, City Manager

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	<b>START: 5:01 p.m.</b>
A. Wilsonville Industrial Land Readiness – Basalt Creek	Staff and consultants provided an update, and Council gave feedback on the Wilsonville Industrial Land Readiness (WILR) project. The WILR project guides and supports the eventual growth of high-quality industry and economic opportunity in the Basalt Creek and West Railroad planning areas north of the Wilsonville city limits.
B. Frog Pond East and South Infrastructure Funding Plan	Staff shared a draft Infrastructure Funding Plan that supports the Frog Pond East and South Master Plan by identifying funding strategies for road, sewer, storm, water, park, and trail projects adopted in the Master Plan.
C. I-5 Boone Bridge Project CFEC Compliance Findings Adoption	The Council was informed of Resolution No. 3169, which was to be voted on during the regular meeting to follow. Resolution No. 3169 would approve the I-5 Boone Bridge replacement project Climate-Friendly and Equitable Communities (CFEC) enhanced investment scenario review report and would request the advancement of the authorization report to support an I-5 southbound auxiliary lane.

<p>D. Review of the 2024 Draft Solid Waste Collection Rate Report</p>	<p>The Council heard a summary of the draft Solid Waste Collection Rate Report, an analysis of local waste-collection expenses and revenues completed annually to determine waste and recycling rates for the following year.</p>
<p><b>REGULAR MEETING</b></p>	
<p><u>Mayor's Business</u> A. Upcoming Meetings</p>	<p>Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.</p>
<p><u>Communications</u> A. None.</p>	
<p><u>Consent Agenda</u> A. None.</p>	
<p><u>New Business</u> A. <b><u>Resolution No. 3169</u></b> A Resolution Of The City Of Wilsonville Approving The I-5 Boone Bridge Replacement Project Climate-Friendly And Equitable Communities (CFEC) Enhanced Investment Scenario Review Report And Requesting Advancement Of The Authorization Report Supporting An I-5 Southbound Auxiliary Lane.</p>	<p>Resolution No. 3169 was adopted 4-0.</p>
<p><u>Continuing Business</u> A. <b><u>Ordinance No. 894</u></b> An Ordinance Of The City Of Wilsonville Declaring And Authorizing The Vacation Of Approximately 0.35 Acre (15,275 Square Feet) Of Public Right-Of-Way That Is No Longer Needed For Westward Extension of SW Bailey Street from Old Town Wilsonville To SW Kinsman Road In The Central Part Of The OrePac Property.  B. <b><u>Ordinance No. 895</u></b> An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The City Of Wilsonville Future Development Agricultural-Holding (FDA-H) Zone To The Planned Development Industrial (PDI) Zone On Approximately 8.66 Acres At The OrePac Properties Located At 9655 SW 5th Street.</p>	<p>Ordinance No. 894 was adopted on second reading by a vote of 4-0.  Ordinance No. 895 was adopted on second reading by a vote of 4-0.</p>

<u>Public Hearing</u> A. None.	
<u>City Manager's Business</u>	The City Manager shared highlights from the City's Annual Harvest Festival that occurred on October 19, 2024.
<u>Legal Business</u>	The City Attorney shared that included in the Council packet was the public contracts quarterly report. This was an information only item and no Council action was needed.
<b>ADJOURN</b>	8:49 p.m.