



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: October 20, 2025		Subject: Resolution No. 3222 Authorizing the City Manager to Enter into a First Amendment to Development Agreement with Venture Properties, Inc. Regarding the Frog Pond Terrace Subdivision. Staff Member: Amanda Guile-Hinman, City Attorney Department: Legal	
Action Required		Advisory Board/Commission Recommendation	
☒ Motion ☐ Public Hearing Date: ☐ Ordinance 1 st Reading Date: ☐ Ordinance 2 nd Reading Date: ☒ Resolution ☐ Information or Direction ☐ Information Only ☐ Council Direction ☒ Consent Agenda		☐ Approval ☐ Denial ☐ None Forwarded ☒ Not Applicable Comments: N/A	
Staff Recommendation: Staff recommends Council adopt the Consent Agenda.			
Recommended Language for Motion: I move to adopt the Consent Agenda.			
Project / Issue Relates To:			
☐ Council Goals/Priorities:	☒ Adopted Master Plan(s): Frog Pond West Master Plan	☐ Not Applicable	

ISSUE BEFORE COUNCIL:

A City of Wilsonville Resolution approving a First Amendment to Development Agreement for refund of Parks System Development Charges (SDCs) by check in addition to issuing SDC credits on a per lot basis pursuant to Wilsonville Code 11.100(6)(b) for the construction of the Boeckman Creek Trailhead Park in the Frog Pond Terrace subdivision.

EXECUTIVE SUMMARY:

Frog Pond Terrace is a 19-lot subdivision in the Frog Pond West neighborhood, which has received Development Review Board approval of the subdivision on August 22, 2022 and Council approval for annexation in September 2022. The City's approval of the subdivision was conditioned on, among other conditions of approval, the developer's design and construction of the Boeckman Creek Trailhead Park.

Due to the small size of the residential development, the City could not require the improvements as a condition of development without financial contribution by the City. Requiring the Trailhead Park improvements as a condition without City financial contribution would be disproportionate to the impact generated by the development application. In simple terms, the dedication of land and cost of the Trailhead Park improvements was too great and beyond the ability of the City to require of the developer for such a small residential project and thus required the City to instead fund the improvements in partnership with our private development partner.

On January 18, 2024, the City Council adopted Resolution No. 3107 approving a Development Agreement between the City and Venture Properties, Inc. to provide, among other terms and conditions, payment by the City to Venture Properties through Parks System Development Charge (SDC) credits and refund check, for the acquisition and construction of the Trailhead Park.

The Trailhead Park has now been completed and accepted by the City, but not all Park SDC credits have been obtained by Venture Properties, and the City has not yet refunded any additional payment to Venture Properties. Therefore, staff recommends a partial repayment to Venture Properties, with final payment of any remaining refund after the final permit is issued for the Frog Pond Terrace subdivision, as reflected in the proposed First Amendment to Development Agreement attached as Exhibit A to the Resolution.

EXPECTED RESULTS:

Partial repayment of construction costs owed to Venture Properties for its construction of the Trailhead Park, with any remaining repayment issued after the final permit is issued for the Frog Pond Terrace subdivision.

TIMELINE:

Partial payment within 14 days of full execution of the First Amendment. Staff anticipates that remaining permits will be submitted later this calendar year and issued by June 30, 2026.

CURRENT YEAR BUDGET IMPACTS:

This reimbursement is included in the fiscal year 2025-26 Adopted Budget.

COMMUNITY INVOLVEMENT PROCESS:

The Frog Pond Terrace Subdivision went through a quasi-judicial land use process under Planning Files DB22-0003 – including a public hearing for an annexation and zone map amendment before the Council September 8 and September 19, 2022, and a public hearing before the Design Review Board Panel B August 22, 2022. The DRB approved the project on a unanimous vote.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

SDC credit and/or refunds, as allowed by City Code, provides for a public-private partnership to help build out City infrastructure needs in conjunction with private development projects in a timely and cost-efficient manner.

ALTERNATIVES:

Alternatively, the Council can direct staff to issue all credits prior to any refund to Venture Properties, Inc.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Resolution No. 3222
 - A. First Amendment to Development Agreement between City of Wilsonville and Venture Properties, Inc.