



PLANNING COMMISSION

WEDNESDAY, JULY 12, 2023

INFORMATIONAL

4. City Council Action Minutes (June 5 & 19, 2023) *(No staff presentation)*

City Council Meeting Action Minutes
June 5, 2023

COUNCILORS PRESENT

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

Cricket Jones, Finance Operations Supervisor
Dan Pauly, Planning Manager
Jeanna Troha, Assistant City Manager
Katherine Smith, Assistant Finance Director
Keith Katko, Finance Director
Kimberly Rybold, Senior Planner
Kimberly Veliz, City Recorder
Kris Ammerman, Parks and Recreation Director
Megan Adams, Legal Intern
Miranda Bateschell, Planning Director
Zach Weigel, Capital Projects Engineering Manager
Zoe Mombert, Assistant to the City Manager

STAFF PRESENT

Amanda Guile-Hinman, City Attorney
Andrew Barrett, Capital Projects Eng. Manager
Bill Evans, Communications & Marketing Manager
Bryan Cosgrove, City Manager

AGENDA ITEM	ACTIONS
WORK SESSION	START: 5:02 p.m.
A. Frog Pond East and South Development Code	Council and staff discussion continued regarding design standards and review process for multi-family housing in Frog Pond East and South and throughout the City. Updated standards for Accessory Dwelling Units were also discussed.
B. Park System Development Charge Methodology Analysis	Council heard a presentation on recalculated Parks System Development Charges based on recent growth estimates, project lists, and inventory data.
C. City Civil Exclusion Policy	Staff shared for Council consideration's draft refinements to the City's civil exclusion policy to allow City staff to administer progressive exclusion consequences based on an individual's conduct.
REGULAR MEETING	
<u>Mayor's Business</u>	
A. Upcoming Meetings	Upcoming meetings were announced by the Council President as well as the regional meetings she attended on behalf of the City.
<u>Communications</u>	
A. Wilsonville Community Sharing	Wilsonville Community Sharing updated Council on how City's grant funding helps Wilsonville residents in need.

<p>B. DEI Committee Progress Update to City Council</p>	<p>Council heard a progress report on the Diversity, Equity and Inclusion Committee’s work to complete recent initiatives.</p>
<p><u>Consent Agenda</u></p> <p>A. <u>Resolution No. 3031</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With S-2 Contractors Inc. For Construction Of The 2023 Street Maintenance Project (Capital Improvement Project No. 4014).</p> <p>B. <u>Resolution No. 3061</u> A Resolution Of The City Of Wilsonville Authorizing Support Grant Agreement With Wilsonville Community Sharing.</p> <p>C. <u>Resolution No. 3070</u> A Resolution Of The City Of Wilsonville Authorizing South Metro Area Regional Transit (SMART) To Purchase Four CNG (Compressed Natural Gas) Buses From Northwest Bus Sales, Inc.</p> <p>D. <u>Resolution No. 3071</u> A Resolution Of The City Of Wilsonville Amending The City’s Official Zoning Map To Incorporate Previously Approved Quasi-Judicial And Legislative Zoning Map Amendments And Adopting A New 2023 Official Zoning Map.</p> <p>E. Minutes of the May 1 and 15, 2023 City Council Meetings.</p>	<p>The Consent Agenda was approved 4-0.</p>
<p><u>New Business</u></p> <p>A. None.</p>	
<p><u>Continuing Business</u></p> <p>A. None.</p>	
<p><u>Public Hearing</u></p> <p>A. <u>Resolution No. 3062</u> A Resolution Declaring The City’s Eligibility To Receive State Shared Revenues.</p>	<p>After a public hearing was conducted, Resolution No. 3062 was approved 4-0.</p>

<p>B. <u>Resolution No. 3063</u> A Resolution Declaring The City’s Election To Receive State Shared Revenues.</p> <p>C. <u>Resolution No. 3064</u> A Resolution Of The City Of Wilsonville Adopting The Budget, Making Appropriations, Declaring The Ad Valorem Tax Levy, And Classifying The Levy As Provided By ORS 310.060(2) For Fiscal Year 2023-24.</p> <p>D. <u>Resolution No. 3065</u> A Resolution Of The City Of Wilsonville Authorizing A Supplemental Budget Adjustment For Fiscal Year 2022-23.</p>	<p>After a public hearing was conducted, Resolution No. 3063 was approved 4-0.</p> <p>After a public hearing was conducted, Resolution No. 3064 was approved 4-0.</p> <p>After a public hearing was conducted, Resolution No. 3065 was approved 4-0.</p>
<p><u>City Manager’s Business</u></p>	<p>No report.</p>
<p><u>Legal Business</u></p>	<p>The City Attorney informed Council of upcoming dates she would be out of the office.</p>
<p>URBAN RENEWAL AGENCY</p>	
<p><u>URA Consent Agenda</u> A. Minutes of the May 15, 2023 URA Meeting.</p>	<p>The URA Consent Agenda was approved 4-0.</p>
<p><u>New Business</u> A. None.</p>	
<p><u>Continuing Business</u> A. None.</p>	
<p><u>URA Public Hearing</u> A. <u>URA Resolution No. 343</u> A Resolution Of The Urban Renewal Agency Of The City Of Wilsonville Adopting The Budget, Making Appropriations, And Declaring The Intent To Collect Tax Increment For Fiscal Year 2023-24.</p>	<p>After a public hearing was conducted, URA Resolution No. 343 was approved 4-0.</p>
<p>ADJOURN</p>	<p>9:15 p.m.</p>

City Council Meeting Action Minutes
June 19, 2023

COUNCILORS PRESENT

Mayor Fitzgerald
Council President Akervall
Councilor Linville
Councilor Berry
Councilor Dunwell

Dan Carlson, Building Official
Dwight Brashear, Transit Director
Graciela Garcia, Administrative Assistant
Jeanna Troha, Assistant City Manager
Kelsey Lewis, Grants & Programs Manager
Kimberly Veliz, City Recorder
Matt Lorenzen, Economic Development Manager
Megan Adams, Law Clerk
Mike Nacrelli, Civil Engineer
Zach Weigel, Capital Projects Engineering Manager
Zoe Mombert, Assistant to the City Manager

STAFF PRESENT

Amanda Guile-Hinman, City Attorney
Andrew Barrett, Capital Projects Eng. Manager
Bryan Cosgrove, City Manager
Carl Brown, Building Inspector/Plans Examiner

AGENDA ITEM	ACTIONS
WORK SESSION	START: 5:01 p.m.
<p>A. Building Division – Unmanned Aircraft Systems (UAS) (Drone) Inspection Tool Update</p> <p>B. Town Center Urban Renewal Feasibility Study</p> <p>C. Sponsor Tax Reimbursement Agreement – Regionally Significant Industrial Sites</p>	<p>Building Division staff demonstrated how a drone camera was used to conduct building inspections in hazardous or difficult to inspect locations.</p> <p>The Economic Development Manager shared preliminary results from an ongoing feasibility study to help the Council determine whether Urban Renewal may serve as a viable funding mechanism to develop new infrastructure to advance the 2019 Wilsonville Town Center Plan.</p> <p>Staff informed Council of the Sponsor Tax Reimbursement Agreement for Regionally Significant Industrial Sites which was to be voted on during the regular meeting under the Consent Agenda.</p>
URBAN RENEWAL AGENCY	
<p><u>URA Consent Agenda</u></p> <p>A. <u>URA Resolution No. 344</u> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing Acquisition Of The Fourth Group Of Property And Property Interests Related To Construction Of The Boeckman Road Corridor Project.</p>	<p>The URA Consent Agenda was approved 5-0.</p>

<p>B. Minutes of the June 5, 2023 Urban Renewal Agency Meeting.</p>	
<p><u>New Business</u> A. None.</p>	
<p><u>URA Public Hearing</u> A. None.</p>	
<p>REGULAR MEETING</p>	
<p><u>Mayor's Business</u> A. Upcoming Meetings B. Reappointments/Appointment</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>Arts, Culture, and Heritage Commission</u> Reappointment of Angela Sims and David Altman to the Arts, Culture, and Heritage Commission for a term beginning 7/1/2023 to 6/30/2026. Passed 5-0.</p> <p><u>Arts, Culture, and Heritage Commission</u> Appointment of Sageera Oravil Abdulla Koya to the Arts, Culture, and Heritage Commission for a term beginning 7/1/2023 to 6/30/2026. Passed 5-0.</p> <p><u>Kitakata Sister City Advisory Board</u> Appointment of Masaru Yatabe to the Kitakata Sister City Advisory Board for a term beginning 7/1/2023 to 12/31/2024. Passed 5-0.</p> <p><u>Library Board</u> Appointment of Gay Walker to the Library Board for a term beginning 7/1/2023 to 6/30/2027. Passed 5-0.</p> <p><u>Tourism Promotion Committee</u> Reappointment of Elaine Owen to the Tourism Promotion Committee for a term beginning 7/1/2023 to 6/30/2026. Passed 5-0.</p> <p><u>Tourism Promotion Committee</u> Appointment of Sungmin Park to the Tourism Promotion Committee for a term beginning 7/1/2023 to 6/30/2026. Passed 5-0.</p>

<p>C. Y2K URA Closure Commemoration</p>	<p><u>Community Enhancement Committee</u> Appointment of Albert McGee and Devon Thorson to the Wilsonville-Metro Community Enhancement Committee for a term beginning 7/1/2023 to 6/30/2026. Passed 5-0.</p> <p><u>Washington County Coordinating Committee</u> Appointment of Council President Akervall as the primary representative and Mayor Fitzgerald as the secondary alternate representative to the Washington County Coordinating Committee for a term beginning 6/19/2023 to 12/31/2024. Passed 5-0.</p> <p>The Economic Development Manager presented on the closure of the Year 2000 Urban Renewal Area, established in 1990 to fund new infrastructure development.</p>
<p><u>Communications</u></p> <p>A. Clackamas Community College Bond Projects Update</p>	<p>Clackamas Community College staff shared a report detailing many of the major improvements to the campuses funded with the passage of a \$90 million bond measure in 2014.</p>
<p><u>Consent Agenda</u></p> <p>A. <u>Resolution No. 3054</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Consultant Contract With Pivot Architecture For The Design Of The SMART Facility Expansion Project.</p> <p>B. <u>Resolution No. 3060</u> A Resolution To Allocate Community Enhancement Funds For Fiscal Year 2023/2024.</p> <p>C. <u>Resolution No. 3066</u> A Resolution Of The City Of Wilsonville Authorizing Acquisition Of The Fourth Group Of Property And Property Interests Related To Construction Of The Boeckman Road Corridor Project.</p> <p>D. <u>Resolution No. 3072</u> A Resolution Of The City Of Wilsonville Acting Through Its South Metro Area Regional Transit Department, Authorizing The Fare Reduction On</p>	<p>The Consent Agenda was approved 5-0.</p>

<p>Route 1X In Coordination With Salem Area Mass Transit District To Enhance Equity To All Passengers.</p> <p>E. <u>Resolution No. 3074</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement Contract Amendment With Carollo Engineers For The Wastewater Treatment Plant Master Plan Project (Capital Improvement Project #2104).</p> <p>F. Sponsor Tax Reimbursement Agreement – Regionally Significant Industrial Sites</p>	
<p><u>New Business</u></p> <p>A. Minutes of the June 5, 2023 City Council Meeting.</p> <p>B. <u>Resolution No. 3059</u> A Resolution Of The City Of Wilsonville Approving A Civil Exclusion Policy For City Facilities.</p>	<p>Minutes of the June 5, 2023 were approved as revised. Passed 5-0.</p> <p>Resolution No. 3059 was adopted 5-0.</p>
<p><u>Continuing Business</u></p> <p>A. None.</p>	
<p><u>Public Hearing</u></p> <p>A. <u>Ordinance No. 880</u> An Ordinance Of The City Of Wilsonville Adopting An Updated Transit Master Plan As A Sub-Element Of The Transportation System Plan, Replacing All Prior Transit Master Plans, And Repealing Ordinance No. 805 And Ordinance No. 828.</p>	<p>After a public hearing was conducted, Ordinance No. 880 was approved on first reading by a vote of 5-0.</p>
<p><u>City Manager’s Business</u></p>	<p>Shared appreciation for the work done by the DEI Committee, through the Juneteenth event and lecture series.</p> <p>The City Manager announced the days he would be out of the office on vacation.</p>
<p><u>Legal Business</u></p>	<p>The City Attorney updated Council on discussions with Clackamas County staff regarding the implementation of measures regarding camping and connection to services.</p>
<p>ADJOURN</p>	<p>10:00 p.m.</p>