



PLANNING COMMISSION

WEDNESDAY, JULY 10, 2024

INFORMATIONAL

3. City Council Action Minutes (June 3 & 17, 2024) *(No staff presentation)*

City Council Meeting Action Minutes
June 3, 2024

COUNCILORS PRESENT

Mayor Fitzgerald
Council President Akervall
Councilor Linville
Councilor Berry
Councilor Dunwell

Bryan Cosgrove, City Manager
Dwight Brashear, Transit Director
Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager
Mark Ottenad, Public/Government Affairs Director
Katherine Smith, Assistant Finance Director
Keith Katko, Finance Director
Zach Weigel, City Engineer
Zoe Mombert, Assistant to the City Manager

STAFF PRESENT

Amanda Guile-Hinman, City Attorney

AGENDA ITEM	ACTIONS
REGULAR MEETING	START: 7:00 p.m.
<p><u>Mayor’s Business</u></p> <p>A. Upcoming Meetings</p> <p>B. Boards/Commission Appointments/Reappointments</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 Joan Carlson to the Arts, Culture, and Heritage Commission for a term beginning 7/1/2024 to 6/30/2027. Passed 5-0.</p> <p><u>Arts, Culture, and Heritage Commission</u> Reappointment of Jason Jones to the Arts, Culture, and Heritage Commission for a term beginning 7/1/2024 to 6/30/2027. Passed 5-0.</p> <p><u>Arts, Culture, and Heritage Commission</u> Reappointment of Nadine Elbitar to the Arts, Culture, and Heritage Commission for a term beginning 7/1/2024 to 6/30/2027. Passed 5-0.</p> <p><u>Library Board</u> Appointment of Orel Smith to the Library Board for a term beginning 7/1/2024 to 6/30/2028. Passed 5-0.</p> <p><u>Tourism Promotion Committee</u> Reappointment of Jennifer Gage to the Tourism Promotion Committee for a term beginning 7/1/2024 to 6/30/2027. Passed 5-0.</p>

<p>C. City Attorney Employment Agreement</p>	<p><u>Wilsonville-Metro Community Enhancement Committee</u> Reappointment of Maripat Hensel to the Wilsonville-Metro Community Enhancement Committee for a term beginning 7/1/2024 to 6/30/2027. Passed 5-0.</p> <p><u>Wilsonville-Metro Community Enhancement Committee</u> Appointment of Scott Siegel to the Wilsonville-Metro Community Enhancement Committee for a term beginning 7/1/2024 to 6/30/2027. Passed 5-0.</p> <p>Council approved the City Attorney's Employment Agreement 5-0.</p>
<p><u>Communications</u> A. None.</p>	
<p><u>Consent Agenda</u> A. <u>Resolution No. 3148</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With Knife River Corporation - Northwest For Construction Of The 2024 Street Maintenance Project (Capital Improvement Project No. 4014, 4118, 4725).</p> <p>B. <u>Resolution No. 3152</u> A Resolution Of The City Of Wilsonville Authorizing South Metro Area Regional Transit (SMART) To Purchase One Battery Electric Shuttle Bus From Northwest Bus Sales, Inc.</p> <p>C. Minutes of the May 6, 2024, City Council Meeting.</p>	<p>The Consent Agenda was approved 5-0.</p>
<p><u>New Business</u> A. None.</p>	
<p><u>Continuing Business</u> A. None.</p>	
<p><u>Public Hearing</u> A. <u>Resolution No. 3142</u> A Resolution Declaring The City's Eligibility To Receive State Shared Revenues.</p>	<p>After a public hearing Resolution No. 3142 passed 5-0.</p>

<p>B. <u>Resolution No. 3143</u> A Resolution Declaring The City’s Election To Receive State Shared Revenues.</p> <p>C. <u>Resolution No. 3144</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 2024-25.</p> <p>D. <u>Resolution No. 3145</u> A Resolution Of The City Of Wilsonville Authorizing A Supplemental Budget Adjustment For Fiscal Year 2023-24.</p>	<p>After a public hearing Resolution No. 3143 passed 5-0.</p> <p>After a public hearing Resolution No. 3144 passed 5-0.</p> <p>After a public hearing Resolution No. 3145 passed 5-0.</p>
<p><u>City Manager’s Business</u></p>	<p>No report.</p>
<p><u>Legal Business</u></p>	<p>No report.</p>
<p>URBAN RENEWAL AGENCY</p>	
<p><u>Consent Agenda</u> A. Minutes of the March 4, 2024, Urban Renewal Agency Meeting.</p>	<p>The URA Consent Agenda was approved 5-0.</p>
<p><u>New Business</u> A. None.</p>	
<p><u>Continuing Business</u> A. None.</p>	
<p><u>Public Hearing</u> A. <u>URA Resolution No. 350</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 2024-25.</p>	<p>After a public hearing URA Resolution No. 350 passed 5-0.</p>
<p>ADJOURN</p>	<p>8:15 p.m.</p>

City Council Meeting Action Minutes
June 17, 2024

COUNCILORS PRESENT

Mayor Fitzgerald
Council President Akervall
Councilor Linville
Councilor Berry
Councilor Dunwell

Andrea Villagrana, Human Resource Manager
Kimberly Veliz, City Recorder
Dan Pauly, Planning Manager
Zoe Mombert, Assistant to the City Manager
Dwight Brashear, Transit Director
Zach Weigel, City Engineer
Mike Nacrelli, Civil Engineer
Miranda Bateschell, Planning Director
Stephanie Davidson, Assistant City Attorney
Kelsey Lewis, Grants & Programs Manager

STAFF PRESENT

Bryan Cosgrove, City Manager
Amanda Guile-Hinman, City Attorney

AGENDA ITEM	ACTIONS
WORK SESSION	START: 5:00 p.m.
A. Statewide Transportation Improvement Fund (STIF) Plan for the FY26-27 Biennium	Staff presented and sought Council’s input on SMART’s plan for STIF expenditures for the FY 2026-2027 biennium.
B. Frog Pond East and South Master Plan Development Code	Council reviewed and provided feedback on draft City Code amendments to implement the 2022 Frog Pond East and South Master Plan prior to the upcoming public hearings.
REGULAR MEETING	
<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. None.	
<u>Consent Agenda</u>	The Consent Agenda was approved 5-0.
A. <u>Resolution No. 3149</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With Tapani, Inc. For The West Side Level B Reservoir And Tooze Rd. Transmission Main Project (Capital Improvement Project #1149/1150/1151).	

<p>B. <u>Resolution No. 3153</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement Contract Amendment With Century West Engineering For Engineering Services During Construction Of The 2024 Street Maintenance Project (Capital Improvement Project No. 4014, 4118, 4725).</p> <p>C. <u>Resolution No. 3154</u> A Resolution Adopting The Canvass Of Votes Of The May 21, 2024 Primary Election.</p> <p>D. <u>Resolution No. 3157</u> A Resolution Of The City Of Wilsonville Authorizing A Three Year Capital Interfund Loan From The Road Operating Fund To The Street Capital Projects Fund.</p> <p>E. <u>Resolution No. 3158</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute The Amended And Restated Intergovernmental Agreement Of Regional Water Provider Consortium (2023).</p> <p>F. <u>Resolution No. 3159</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Amend A Construction Contract With Woodburn Construction CM/GC, LLC., Inc. To Construct The Wilsonville Police Department Interim Renovations.</p> <p>G. <u>Resolution No. 3160</u> A Resolution Of The City Of Wilsonville Authorizing A Two Year Capital Interfund Loan From The Water Operating Fund To The Street Capital Projects Fund.</p> <p>H. Minutes of the May 17, 2024 Special City Council Meeting.</p>	
<p><u>New Business</u></p> <p>A. <u>Resolution No. 3150</u> A Resolution Of The City Of Wilsonville Adopting Administrative Rules Relating To Public Contracting Activities.</p> <p>B. <u>Resolution No. 3151</u> A Resolution Of The City Of Wilsonville Amending The Public Art Policy And Guidelines.</p>	<p>Resolution No. 3150 was adopted 5-0.</p> <p>Resolution No. 3151 was adopted 5-0.</p>

<u>Continuing Business</u> A. None.	
<u>Public Hearing</u> A. None.	
<u>City Manager's Business</u>	The City Manager informed Council of dates he would be out of the office on vacation.
<u>Legal Business</u>	Council moved to authorize City staff to file an appeal with the Land Use Board of Appeals on casefile number L240001-D(IND) if a decision adverse to the City is rendered. Passed 5-0. The City Attorney informed Council of dates she would be out of the office on vacation.
ADJOURN	8:07 p.m.