

DEVELOPMENT REVIEW BOARD MEETING

**MONDAY, JULY 25, 2022
6:30 PM**

Board Member Communications:

3. Recent City Council Action Minutes

City Council Meeting Action Minutes

May 16, 2022

City Council members present included:

Mayor Fitzgerald
 Council President Akervall
 Councilor Lehan
 Councilor West
 Councilor Linville

Amanda Guile-Hinman, City Attorney
 Delora Kerber, Public Works Director
 Dan Pauly, Planning Manager
 Kimberly Veliz, City Recorder
 Jeanna Troha, Assistant City Manager
 Zoe Mombert, Assistant to the City Manager
 Cindy Luxhoj, Associate Planner

Staff present included:

Bryan Cosgrove, City Manager

AGENDA ITEM	ACTIONS
WORK SESSION	START: 5:04 p.m.
A. Community Enhancement Grant Recommendations	Council heard shared details of Wilsonville-Metro Community Enhancement Committee recommendation for grant awards.
B. Wilsonville Framework for Inclusive Engagement	Staff detailed plans to establish strategies to create framework for more inclusive public engagement on City projects.
C. Fireworks Ban	Council discussed the drafting of guidelines to invoke a temporary citywide ban on fireworks usage during periods of extreme heat.
D. WRWTP Operations and Maintenance Agreement	Staff informed Council of Resolution No. 2974, which authorizes the City Manager to execute the third amendment of operations and maintenance contract between the City, Tualatin Valley Water District (TVWD), and Veolia Water North America - West, LLC for The Willamette River Water Treatment Plant (WRWTP).
REGULAR MEETING	
<u>Mayor's Business</u>	
A. Fireworks Ban – Placeholder	This item will return at a future City Council meeting.
B. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.

<p>C. Boards and Commissions Appointments / Reappointments</p>	<p><u>Budget Committee – Appointment</u> Appointment of Synthea Russell to the Budget Committee for a term beginning 5/16/2022 to 12/31/2022. Passed 5-0.</p> <p><u>Library Board - Appointment</u> Appointment of Natalie McNown to the Library Board for a term beginning 7/1/2022 to 6/30/2026. Passed 5-0.</p> <p><u>Library Board - Reappointment</u> Reappointment of Yasmin Ismail to the Library Board for a term beginning 7/1/2022 to 6/30/2026. Passed 5-0.</p> <p><u>Tourism Promotion Committee - Appointment</u> Appointment of Lin Anderson to the Tourism Promotion Committee for a term beginning 5/16/2022 to 6/30/2024. Passed 5-0.</p> <p><u>Tourism Promotion Committee - Reappointments</u> Reappointment of Brandon Roben and Rohit Sharma to the Tourism Promotion Committee for a term beginning 7/1/2022 to 6/30/2025. Passed 5-0.</p>
<p><u>Communications</u> A. 2022 Public Works Week Proclamation</p>	<p>Council viewed a video highlighting a few of the many contributions made by Public Works staff to protect the health, safety, and quality of life of community members.</p>
<p><u>Consent Agenda</u> A. <u>Resolution No. 2964</u> A Resolution of the City of Wilsonville Adopting the FY 22/23 Five-Year Action Plan and Annual One-Year Implementation Plan for the Wilsonville Tourism Development Strategy.</p> <p>B. <u>Resolution No. 2974</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute The Third Amendment Of Operations And Maintenance Contract Between The City Of Wilsonville, Tualatin Valley Water District, And Veolia Water North America - West, LLC For The Willamette River Water Treatment Plant.</p>	<p>The Consent Agenda was approved 5-0.</p>

<p>C. <u>Resolution No. 2977</u> A Resolution Of The City Of Wilsonville Amending The 2012 Stormwater Master Plan Project List (Table 9-2 – Prioritized CIP Projects) To Add Project Mc-1: Meridian Creek Culvert Replacement.</p> <p>D. Minutes of the May 2, 2022 City Council Meeting.</p>	
<p><u>New Business</u> A. Kiva Building Roof Truss Repair</p>	<p>Council directed staff to move forward with Option 2 for the restoration of the Kiva Building, which is to remove and replace damaged and deficient trusses. Passed 5-0.</p>
<p><u>Continuing Business</u> A. <u>Ordinance No. 863</u> An Ordinance Of The City of Wilsonville Annexing Approximately 8.72 Acres of Property Generally Located Between SW Garden Acres Road And SW Grahams Ferry Road Into The City Limits Of The City Of Wilsonville, Oregon; The Land Is More Particularly Described As Tax Lot 100 and A Portion Of SW Grahams Ferry Road Right-Of-Way, Section 3D, Township 3 South, Range 1 West, Willamette Meridian, Washington County, Oregon. Gary S. Rychlick As Trustee Of The Eileen Rychlick Trust, Gary S. And Susan M. Rychlick, As Individuals, Petitioners.</p> <p>B. <u>Ordinance No. 864</u> An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Washington County Future Development - 20 Acre (FD-20) Zone To The Planned Development Industrial - Regionally Significant Industrial Area (PDI-RSIA) Zone On Approximately 8.17 Acres Generally Located Between SW Garden Acres Road and SW Grahams Ferry Road; The Land Is More Particularly Described As Tax Lot 100, Section 3D, Township 3 South, Range 1 West, Willamette Meridian, Washington County, Oregon. BTC III Grahams Ferry IC LLC, Applicant.</p>	<p>Ordinance No. 863 was adopted on second reading by a vote of 5-0.</p> <p>Ordinance No. 864 was adopted on second reading by a vote of 5-0.</p>
<p><u>Public Hearing</u> A. None.</p>	
<p><u>City Manager's Business</u></p>	<p>Shared the Budget book includes photos submitted by community members.</p>

	Informed staff is working with Wilsonville Community Sharing on a lease agreement for Art Tech/Kiva building,
<u>Legal Business</u>	No report.
ADJOURN	8:10 p.m.

City Council Meeting Action Minutes

June 6, 2022

City Council members present included:

Mayor Fitzgerald - Excused
 Council President Akervall
 Councilor Lehan
 Councilor West
 Councilor Linville

Jeanna Troha, Assistant City Manager
 Beth Wolf, Senior Systems Analyst
 Keith Katko, Assistant Finance Director
 Katherine Smith, Assistant Finance Director
 Zach Weigel, City Engineer
 Matt Palmer, Associate Engineer
 Cricket Jones, Finance Operations Supervisor
 Robert Wurpes, Chief of Police
 Ryan Adams, Assistant City Attorney
 Zoe Mombert, Assistant to the City Manager

Staff present included:

Bryan Cosgrove, City Manager
 Amanda Guile-Hinman, City Attorney
 Kimberly Veliz, City Recorder

AGENDA ITEM	ACTIONS
WORK SESSION	START: 6:00 p.m.
A. None.	
REGULAR MEETING	
<u>Mayor's Business</u>	
A. Wilsonville Wildcats Week Proclamation	The Council President read a proclamation declaring June 6 - 10, 2022 as Wilsonville Wildcats Week. Council then presented a proclamation to the Wilsonville Wildcats Girls Soccer Team.
B. Library Board Appointment	<u>Library Board - Appointment</u> Appointment of Richard Spence to the Library Board for a term beginning 6/6/2022 to 6/30/2025. Passed 4-0.
C. 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. Clackamas County Sherriff's Office New Online Database	Details were shared of Clackamas County Sherriff's Office new online reporting system. In addition, Council was shown Clackamas County's Call Activity Dashboards.
B. Wilsonville Community Sharing Update	Wilsonville Community Sharing updated Council on how City's grant funding helps Wilsonville residents in need.

<p><u>Consent Agenda</u></p> <p>A. <u>Resolution No. 2963</u> A Resolution To Allocate Community Enhancement Funds For Fiscal Year 2022/2023.</p> <p>B. <u>Resolution No. 2972</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With Wallis Engineering For Engineering Design and Construction Support Services For the Charbonneau Utility Repair: Village Greens Circle And Edgewater Lane Project (Capital Improvement Projects 1500, 2500, 4500, And 7500).</p> <p>C. <u>Resolution No. 2975</u> A Resolution Of The City Of Wilsonville Authorizing Support Grant Agreement With Wilsonville Community Sharing.</p> <p>D. <u>Resolution No. 2976</u> <u>A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Progressive Design Build Agreement With Tapani Sundt A Joint Venture For Design And Construction Of The Boeckman Road Corridor Project (Capital Improvement Project #2102, 4205, 4206, 4212, 7067).</u></p> <p>E. <u>Resolution No. 2978</u> A Resolution Of The City Of Wilsonville Authorizing The Sole Source Selection Of Delta Connects Inc. To Supply And Service Delta Controls HVAC Controllers For All City Facilities.</p> <p>F. Minutes of the May 16, 2022 City Council Meeting.</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. 2973</u> A Resolution Of The City Of Wilsonville Authorizing A Supplemental Budget Adjustment For Fiscal Year 2021-22.</p>	<p>After a public hearing was conducted, Resolution No. 2973 was approved 4-0.</p>

<p>B. <u>Resolution No. 2980</u> A Resolution Declaring The City's Eligibility To Receive State Shared Revenues.</p> <p>C. <u>Resolution No. 2981</u> A Resolution Declaring The City's Election To Receive State Shared Revenues.</p> <p>D. <u>Resolution No. 2982</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 2022-23.</p>	<p>After a public hearing was conducted, Resolution No. 2980 was approved 4-0.</p> <p>After a public hearing was conducted, Resolution No. 2981 was approved 4-0.</p> <p>After a public hearing was conducted, Resolution No. 2982 was approved 4-0.</p>
<u>City Manager's Business</u>	No report.
<u>Legal Business</u>	No report.
URBAN RENEWAL AGENCY	
<p><u>URA Consent Agenda</u></p> <p>A. <u>URA Resolution No. 324</u> Authorizing the City Manager to Execute a Progressive Design Build Agreement with Tapani Sundt A Joint Venture for Design and Construction of the Boeckman Road Corridor project (CIP No. 2102, 4205, 4206, 4212, 7067)</p> <p>B. Minutes of December 20, 2021 Urban Renewal Agency Meeting.</p>	The URA Consent Agenda was approved 4-0.
<p><u>New Business</u></p> <p>A. None.</p>	
<p><u>Continuing Business</u></p> <p>A. None.</p>	
<p><u>URA Public Hearing</u></p> <p>A. <u>URA Resolution No. 325</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 2022-23.</p>	After a public hearing was conducted, URA Resolution No. 325 was approved 4-0.
ADJOURN	9:20 p.m.

City Council Meeting Action Minutes

June 20, 2022

City Council members present included:

Mayor Fitzgerald
 Council President Akervall
 Councilor Lehan
 Councilor West
 Councilor Linville

Jeanna Troha, Assistant City Manager
 Zoe Mombert, Assistant to the City Manager
 Dan Pauly, Planning Manager
 Kelsey Lewis, Grants & Programs Manager
 Eric Loomis, Transit Operations Manager
 Dwight Brashear, Transit Director
 Mike Nacrelli, Civil Engineer
 Chris Neamtzu, Community Development Director
 Katherine Smith, Assistant Finance Director
 Mark Ottenad, Public/Government Affairs Director

Staff present included:

Bryan Cosgrove, City Manager
 Amanda Guile-Hinman, City Attorney
 Kimberly Veliz, City Recorder

AGENDA ITEM	ACTIONS
WORK SESSION	START: 5:04 p.m.
<p>A. <u>Resolution No. 2979</u> A Resolution Of The City Council Adopting The Diversity, Equity And Inclusion (DEI) Committee Strategic Plan.</p> <p>B. Board/Council Retreat Recap</p> <p>C. Statewide Transportation Improvement Fund (STIF) Planning for FY 24-25</p> <p>D. Frog Pond East and South Master Plan</p> <p>E. Construction Excise Tax (CET) for Affordable Housing</p>	<p>City Council heard an overview of Resolution No. 2979, which adopts the Diversity, Equity and Inclusion Committee Strategic Plan.</p> <p>Consultant summarized recommendations gathered at the Board/Council Retreat to yield enhanced collaboration among the groups.</p> <p>Staff presented draft Statewide STIF priorities for the FY 2024-25 biennial planning process.</p> <p>Staff shared an update on the Frog Pond East and South Master Plan, and sought Council direction.</p> <p>Due to time constraints this item was moved to the July 18, 2022 Work Session.</p>
REGULAR MEETING	
<p><u>Mayor's Business</u></p> <p>A. Wilsonville Wildcats Week Proclamation</p> <p>B. Upcoming Meetings</p>	<p>The Mayor read a proclamation declaring June 20 - 24, 2022 as Wilsonville Wildcats Week. Council then presented a proclamation to the Wilsonville Wildcats Girls Golf Team.</p> <p>Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.</p>

<p>C. Willamette Falls Locks State Commission Remaining Funds</p> <p>D. Fireworks Ban</p>	<p>Council moved to authorize the City Manager to communicate to Clackamas County the City Council's permission to advance the City's unspent Willamette Falls Locks Commission funds to the account of the new Willamette Falls Locks Authority. Passed 5-0.</p> <p>The City will continue to educate residents on the importance of firework safety.</p>
<p><u>Communications</u></p> <p>A. None.</p>	
<p><u>Consent Agenda</u></p> <p>A. <u>Resolution No. 2983</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Second Amendment To The Professional Services Agreement With Murraysmith, Inc. To Provide Construction Inspection Services For The Corral Creek And Rivergreen Lift Stations Rehabilitation Project (Capital Improvement Project #2105)</p> <p>B. <u>Resolution No. 2984</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute An Amendment To The Professional Services Contract With Moore Iacofano Goltsman, Inc. For Frog Pond East And South Master Planning.</p> <p>C. Minutes of the June 6, 2022 City Council Meeting.</p>	<p>The Consent Agenda was approved 5-0.</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. None.</p>	
<p><u>City Manager's Business</u></p>	<p>No report.</p>
<p><u>Legal Business</u></p>	<p>Council moved to approve the dismissal of a suit previously filed against the Oregon Department of Aviation and the Oregon Aviation Board. Passed 5-0.</p>

	Council passed 5-0 two motions to update conflicting sections of the City's public contracting code.
URBAN RENEWAL AGENCY	
<u>URA Consent Agenda</u> A. <u>URA Resolution 326</u> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing The Execution Of A Lease Agreement With Wilsonville Community Sharing For Use Of Space In The Art Tech Building. B. Minutes of the June 6, 2022 Urban Renewal Agency Meeting.	The URA Consent Agenda was approved 5-0.
<u>New Business</u> A. None.	
<u>URA Public Hearing</u> A. None.	
ADJOURN (Second Executive Session)	8:51 p.m.