

**DEVELOPMENT REVIEW BOARD MEETING**

**MONDAY, MAY 23, 2022  
6:30 PM**

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Board Member Communications:

5. Recent City Council Action Minutes

# City Council Meeting Action Minutes

## March 21, 2022

**City Council members present included:**

Mayor Fitzgerald  
 Council President Akervall  
 Councilor Lehan  
 Councilor West  
 Councilor Linville

Barbara Jacobson, City Attorney  
 Kimberly Veliz, City Recorder  
 Jeanna Troha, Assistant City Manager  
 Andrea Villagrana, Human Resource Manager  
 Beth Wolf, Senior Systems Analyst  
 Zoe Mombert, Assistant to the City Manager  
 Delora Kerber, Public Works Director  
 Martin Montalvo, Public Works Ops. Manager  
 Miranda Bateschell, Planning Director

**Staff present included:**

Bryan Cosgrove, City Manager

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	<b>START: 5:02 p.m.</b>
A. Emergency Preparedness Campaign Update	Due to time constraints, this item was moved to the Communications portion of the City Council agenda.
<b>REGULAR MEETING</b>	
<u>Mayor's Business</u>	
A. State of the City	A video of the State of the City was played for the audience.
B. City Attorney Recruitment	Council moved that Amanda Guile-Hinman be appointed as Wilsonville City Attorney, subject to final employment agreement approval set for the April 4, 2022 City Council meeting, with a work start date to be determined. Passed 5-0.
C. Arts, Culture, and Heritage Commission Liaison	Council approved the recommendation that the Mayor be the City Council liaison to the Arts, Culture, and Heritage Commission for a 1-year term. Passed 5-0.
D. 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. Emergency Preparedness Campaign Update	Staff shared details of the Wilsonville Ready campaign.
B. Oregon Tech Presentation by Dr. Nagi Naganathan, President, Oregon Institute of Technology (OIT)	Dr. Naganathan presented to City Council on the happenings at OIT.

C. Willamette Falls and Landings Heritage Area Coalition	Willamette Falls and Landings Heritage Area Coalition (WFLHAC) staff provided an update on the coalition's work.
<u>Consent Agenda</u> A. <b><u>Resolution No. 2959</u></b> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement Contract With Cummings Management Group, Inc. For Owner's Representative And Construction Management Services For The Public Works Complex Project (Capital Improvement Project # 8113).  B. <b><u>Resolution No. 2966</u></b> A Resolution Of The City Of Wilsonville Authorizing The City Manager Or His Designee To Appoint Audit Firm.  C. Minutes of the March 7, 2022 City Council Meeting.	The Consent Agenda was approved 5-0.
<u>New Business</u> A. None.	
<u>Continuing Business</u> A. None.	
<u>Public Hearing</u> A. None.	
<u>City Manager's Business</u>	The City Manager congratulated Barbara Jacobson on her retirement and appreciated all the work she had done for the City.
<u>Legal Business</u>	The City Attorney updated City Council on the ongoing negotiation with Tualatin Valley Water District regarding the Willamette River Water Treatment Plant.
<b>ADJOURN</b>	9:01 p.m.

# City Council Meeting Action Minutes

## April 4, 2022

**City Council members present included:**

Mayor Fitzgerald  
 Council President Akervall  
 Councilor Lehan  
 Councilor West – 7:04 p.m.  
 Councilor Linville

Jeanna Troha, Assistant City Manager  
 Zoe Mombert, Assistant to the City Manager  
 Ryan Adams, Assistant City Attorney  
 Beth Wolf, Senior Systems Analyst  
 Philip Bradford, Associate Planner  
 Dan Pauly, Planning Manager  
 Andrea Villagrana, Human Resource Manager  
 Dustin Schull, Parks Supervisor  
 Mark Ottenad, Public/Government Affairs Director

**Staff present included:**

Bryan Cosgrove, City Manager  
 Kimberly Veliz, City Recorder

AGENDA ITEM	ACTIONS
<b>REGULAR MEETING</b>	<b>START: 7:00 p.m.</b>
<u>Mayor's Business</u>	
A. Wilsonville Wildcats Week Proclamation	The Mayor read into the record a proclamation declaring April 4-8, 2022 as Wilsonville Wildcats Week. Council then took photos with the Wildcats boys' basketball team.
B. City Attorney Employment Agreement	Council moved to approve Amanda Guile-Hinman's employment agreement as City Attorney from May 2, 2022 to April 30, 2024, as outlined in the employment agreement, 5-0.
C. 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. Representative Courtney Neron 2022 Legislative Session Presentation	Representative Neron delivered a summary of the legislature's accomplishments during the 2022 State legislative session.
B. Wilsonville Little League Bleachers - CEP	Brian Clark briefed Council on the Wilsonville Little League project to build new bleachers with funds provided by the Community Enhancement Program.
<u>Consent Agenda</u>	
A. <b><u>Resolution No. 2961</u></b> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With Northstar Electrical Contractors, Inc To Construct Street Lighting LED Conversion – Phase 2 Project (CIP #4722)	The Consent Agenda was approved 5-0.

<p>B. <b><u>Resolution No. 2965</u></b> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With Jarrett Walker And Associates, LLC For The Update Of The Transit Master Plan.</p> <p>C. <b><u>Resolution No. 2968</u></b> A Resolution Of The City Of Wilsonville Approving A Goods And Services Contract With Northwest Playground Equipment, Inc. For the Villebois Regional Park 7 And 8 Amenities.</p> <p>D. Minutes of the March 21, 2022 Council Meeting.</p>	
<p><u>New Business</u> A. None.</p>	
<p><u>Continuing Business</u> A. None.</p>	
<p><u>Public Hearing</u></p> <p>A. <b><u>Ordinance No. 857</u></b> An Ordinance Of The City Of Wilsonville Annexing Approximately 12.95 Acres Of Property Located To The North Of SW Frog Pond Lane Into The City Limits Of The City Of Wilsonville, Oregon; The Land Is More Particularly Described As Tax Lot 500, And A Portion Of SW Frog Pond Lane Right-Of-Way, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Darrell R. Lauer, Sandi L. Lauer, Petitioners.</p> <p>B. <b><u>Ordinance No. 858</u></b> An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5-Acre (RRFF-5) Zone To The Residential Neighborhood (RN) Zone On Approximately 12.80 Acres To The North Of SW Frog Pond Lane; The Land Is More Particularly Described As Tax Lot 500, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Venture Properties, Inc., Applicant.</p>	<p>After a public hearing was conducted, Ordinance No. 857 was adopted on first reading by a vote of 5-0.</p> <p>After a public hearing was conducted, Ordinance No. 858 was adopted on first reading by a vote of 5-0.</p>

<u>City Manager's Business</u>	City Councilors were reminded their Statement of Economic Interest for the Oregon Government Ethics Commission needed to be completed by April 15, 2022.
<u>Legal Business</u>	There was none.
<b>ADJOURN</b>	8:25 p.m.

# City Council Meeting Action Minutes

## April 18, 2022

**City Council members present included:**

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

Ryan Adams, Assistant City Attorney  
 Kerry Rappold, Natural Resources Manager  
 Matt Palmer, Associate Engineer  
 Cindy Luxhoj, Associate Planner  
 Kimberly Veliz, City Recorder  
 Jeanna Troha, Assistant City Manager  
 Zoe Mombert, Assistant to the City Manager  
 Dwight Brashear, Transit Director  
 Kelsey Lewis, Grants & Programs Manager  
 Brian Stevenson, Program Manager

**Staff present included:**

Bryan Cosgrove, City Manager  
 Philip Bradford, Associate Planner

AGENDA ITEM	ACTIONS
<b>REGULAR MEETING</b>	<b>START: 7:00 p.m.</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.
B. Community Tourism Grant Recommendations	Council made a motion to award Wilsonville Arts & Culture Council's tourism grant request for \$8,000 for Wilsonville Arts & Culture's Art Festival and Summer Performance Series and award Rotary's tourism grant request for \$5,000 for Wilsonville Rotary Foundation's Summer Concert Series as recommended by the Tourism Promotion committee. Approved 4-0.
<u>Communications</u>	
A. Oregon Transportation Association System Innovation Award	Oregon Transportation Association (OAT) awarded SMART staff with the 2021 System Innovation Award.
B. Earth Day	Staff announced upcoming City sponsored events to celebrate Earth Day.
<u>Consent Agenda</u>	
A. <b><u>Resolution No. 2967</u></b> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Renewal Of The Personal Services Agreement With Scott Edwards Architecture, LLP For The Architectural Services During Construction For The Public Works Complex Project (Capital Improvement Project #8113).	The Consent Agenda was approved 4-0.

<p>B. <b><u>Resolution No. 2969</u></b> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With Blackline, Inc. For The 2022 Slurry Seal Project (Capital Improvement Project 4014).</p> <p>C. Minutes of the April 4, 2022 City Council Meeting.</p>	
<p><b><u>New Business</u></b> A. OTAK, Inc. Settlement Agreement</p>	<p>Council made a motion to accept the settlement agreement with OTAK, Inc. Passed 4-0.</p>
<p><b><u>Continuing Business</u></b> A. <b><u>Ordinance No. 857</u></b> An Ordinance Of The City Of Wilsonville Annexing Approximately 12.95 Acres Of Property Located To The North Of SW Frog Pond Lane Into The City Limits Of The City Of Wilsonville, Oregon; The Land Is More Particularly Described As Tax Lot 500, And A Portion Of SW Frog Pond Lane Right-Of-Way, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Darrell R. Lauer, Sandi L. Lauer, Petitioners.</p> <p>B. <b><u>Ordinance No. 858</u></b> An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5-Acre (RRFF-5) Zone To The Residential Neighborhood (RN) Zone On Approximately 12.80 Acres To The North Of SW Frog Pond Lane; The Land Is More Particularly Described As Tax Lot 500, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Venture Properties, Inc., Applicant.</p>	<p>Ordinance No. 857 was adopted on second reading by a vote of 4-0.</p> <p>Ordinance No. 858 was adopted on second reading by a vote of 4-0.</p>
<p><b><u>Public Hearing</u></b> A. <b><u>Ordinance No. 859</u></b> An Ordinance Of The City Of Wilsonville Annexing Approximately 13.24 Acres Of Property Located Between SW Boeckman Road and SW Frog Pond Lane at 7070 SW Frog Pond Lane and 7151 SW Boeckman Road; The Land Is More Particularly Described As Tax Lot 1501, Section 12D, And Tax Lot 4500, Section 12DC, Township 3 South, Range 1</p>	<p>After a public hearing was conducted, Ordinance No. 859 was adopted on first reading by a vote of 4-0.</p>



West, Willamette Meridian, Clackamas County, Oregon. Kathy Ludwig, Amy Thurmond, Gregory Cromwell, Matthew Hall, Matthew Kirkendall, Gary Moon, Jaelene Moon, Kurt Moon, Laurel Moon, Petitioners.

**B. Ordinance No. 860**

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5-Acre (RRFF-5) Zone To The Residential Neighborhood (RN) Zone On Approximately 4.06 Acres, And To The Public Facility (PF) Zone On Approximately 9.18 Acres Located Between SW Boeckman Road and SW Frog Pond Lane At 7070 SW Frog Pond Lane and 7151 SW Boeckman Road; The Land Is More Particularly Described As Tax Lot 1501, Section 12D, And Tax Lot 4500, Section 12DC, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. West Hills Land Development LLC, Applicant.

After a public hearing was conducted, Ordinance No. 860 was adopted on first reading by a vote of 4-0.

**C. Ordinance No. 861**

An Ordinance Of The City Of Wilsonville Annexing Approximately 10.46 Acres Of Property Located West Of SW Stafford Road North Of SW Frog Pond Lane at 6725 SW Frog Pond Lane; The Land Is More Particularly Described As Tax Lots 401 And 402, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Sheri Miller, James Mehus, Jeremiah Kreilich, Brian Powell, Petitioners.

After a public hearing was conducted, Ordinance No. 861 was adopted on first reading by a vote of 4-0.

**D. Ordinance No. 862**

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5-Acre (RRFF-5) Zone To The Residential Neighborhood (RN) Zone On Approximately 10.46 Acres Located West Of SW Stafford Road North Of SW Frog Pond Lane at 6725 SW Frog Pond Lane; The Land Is More Particularly Described As Tax Lots 401 And 402, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. West Hills Land Development LLC, Applicant.

After a public hearing was conducted, Ordinance No. 862 was adopted on first reading by a vote of 4-0.

<u>City Manager's Business</u>	No report.
<u>Legal Business</u>	No report.
<b>ADJOURN</b>	8:10 p.m.

# City Council Meeting Action Minutes

## May 2, 2022

**City Council members present included:**

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

**Staff present included:**

Bryan Cosgrove, City Manager  
 Amanda Guile-Hinman, City Attorney  
 Ryan Adams, Assistant City Attorney

Dustin Schull, Parks Supervisor  
 Kimberly Veliz, City Recorder  
 Jeanna Troha, Assistant City Manager  
 Beth Wolf, Senior Systems Analyst  
 Zoe Mombert, Assistant to the City Manager  
 Dan Pauly, Planning Manager  
 Cindy Luxhoj, Associate Planner  
 Zach Weigel, City Engineer  
 Mike Nacrelli, Civil Engineer  
 Kimberly Rybold, Senior Planner  
 Bill Evans, Communications & Marketing Manager  
 Matt Lorenzen, Economic Development Manager

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	<b>START: 5:00 p.m.</b>
A. Frog Pond East and South Master Plan	Council provided input to staff on components of the Frog Pond East and South Master Plan.
B. Airport Good-Neighbor Policies	Consultants sought Council's direction on the Airport Good-Neighbor Policies drafted to provide direction for elected officials and staff advocating on the City's behalf during regional planning efforts related to the Aurora Airport.
C. Guaranteed Maximum Price (GMP) for Willamette River Water Treatment Plant (WRWTP) Expansion	Staff briefed Council on Resolution No. 2970, which authorizes the City Manager to execute an amendment to the CM/GC contract with Kiewit Infrastructure West Co. for a GMP to construct the WRWTP Expansion Project (CIP# 1144).
<b>REGULAR MEETING</b>	
<u>Mayor's Business</u>	
A. Upcoming Meetings	<p>Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.</p> <p>The Mayor appointed Councilor Linville to be the City's representative to the Clackamas Workforce Partnership Board.</p>

<p><u>Communications</u></p> <p>A. Mero Update</p> <p>B. Stump Grinding Community Enhancement Program Update</p>	<p>Councilor Gerritt Rosenthal provided a snapshot of Metro's progress on several regional policy initiatives.</p> <p>Staff briefed Council on the Stump Grinding project funded by the Wilsonville-Metro Community Enhancement Program.</p>
<p><u>Consent Agenda</u></p> <p>A. <u>Minutes of the April 18, 2022 City Council Meeting.</u></p> <p>B. <b><u>Resolution No. 2970</u></b> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute An Amendment To The Construction Manager/General Contractor(CM/GC) Contract With Kiewit Infrastructure West Co. For A Guaranteed Maximum Price To Construct The Willamette River Water Treatment Plant Expansion Project (Capital Improvement Project 1144).</p>	<p>The Consent Agenda was approved 4-0.</p>
<p><u>New Business</u></p> <p>A. <b><u>Resolution No. 2971</u></b> A Resolution Of The City Of Wilsonville Establishing The Wilsonville Vertical Housing Development Zone (VHDZ) Program And Local Criteria.</p>	<p>Resolution No. 2971 was adopted 4-0.</p>
<p><u>Continuing Business</u></p> <p>A. <b><u>Ordinance No. 859</u></b> An Ordinance Of The City Of Wilsonville Annexing Approximately 13.24 Acres Of Property Located Between SW Boeckman Road and SW Frog Pond Lane at 7070 SW Frog Pond Lane and 7151 SW Boeckman Road; The Land Is More Particularly Described As Tax Lot 1501, Section 12D, And Tax Lot 4500, Section 12DC, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Kathy Ludwig, Amy Thurmond, Gregory Cromwell, Matthew Hall, Matthew Kirkendall, Gary Moon, Jaelene Moon, Kurt Moon, Laurel Moon, Petitioners.</p> <p>B. <b><u>Ordinance No. 860</u></b> An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5-Acre (RRFF-5) Zone To The Residential Neighborhood (RN) Zone On Approximately 4.06 Acres, And To The Public Facility (PF) Zone On Approximately 9.18 Acres Located Between SW Boeckman Road and SW Frog</p>	<p>Ordinance No. 859 was adopted on second reading by a vote of 4-0.</p> <p>Ordinance No. 860 was adopted on second reading by a vote of 4-0.</p>

Pond Lane At 7070 SW Frog Pond Lane and 7151 SW Boeckman Road; The Land Is More Particularly Described As Tax Lot 1501, Section 12D, And Tax Lot 4500, Section 12DC, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. West Hills Land Development LLC, Applicant.

C. **Ordinance No. 861**

An Ordinance Of The City Of Wilsonville Annexing Approximately 10.46 Acres Of Property Located West Of SW Stafford Road North Of SW Frog Pond Lane at 6725 SW Frog Pond Lane; The Land Is More Particularly Described As Tax Lots 401 And 402, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Sheri Miller, James Mehus, Jeremiah Kreilich, Brian Powell, Petitioners.

Ordinance No. 861 was adopted on second reading by a vote of 4-0.

D. **Ordinance No. 862**

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5-Acre (RRFF-5) Zone To The Residential Neighborhood (RN) Zone On Approximately 10.46 Acres Located West Of SW Stafford Road North Of SW Frog Pond Lane at 6725 SW Frog Pond Lane; The Land Is More Particularly Described As Tax Lots 401 And 402, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. West Hills Land Development LLC, Applicant.

Ordinance No. 862 was adopted on second reading by a vote of 4-0.

**Public Hearing**

A. **Ordinance No. 863**

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.

After a public hearing was conducted, Ordinance No. 863 was approved on first reading by a vote of 4-0.

<p><b>B. <u>Ordinance No. 864</u></b>  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>After a public hearing was conducted, Ordinance No. 864 was approved on first reading by a vote of 4-0.</p>
<p><u>City Manager's Business</u></p>	<p>No report.</p>
<p><u>Legal Business</u></p>	<p>Announced that the City Attorney and Assistant City Attorney planned to attend the Oregon City Attorney's annual conference on May 13-14, 2022.</p>
<p><b>ADJOURN</b></p>	<p>9:12 p.m.</p>