

**DEVELOPMENT REVIEW BOARD MEETING**

**MONDAY, MARCH 25, 2024**

**6:30 PM**

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Board Member Communications:

4. Recent City Council Action Minutes

City Council Meeting Action Minutes  
February 22, 2024

**COUNCILORS PRESENT**

Mayor Fitzgerald  
Council President Akervall  
Councilor Linville  
Councilor Berry  
Councilor Dunwell

Bill Evans, Communications & Marketing Manager  
Bryan Cosgrove, City Manager  
Chris Neamtzu, Community Development Director  
Kerry Rappold, Natural Resources Manager  
Kimberly Veliz, City Recorder  
Mark Ottenad, Public/Government Affairs Director  
Robert Wurpes, Chief of Police  
Stephanie Davidson, Assistant City Attorney  
Zach Weigel, City Engineer  
Zoe Mombert, Assistant to the City Manager

**STAFF PRESENT**

Amanda Guile-Hinman, City Attorney  
Andrew Barrett, Capital Projects Eng. Manager

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	
<b>START: 5:01 p.m.</b>	
A. Draft Stormwater Master Plan	Staff sought the Council’s feedback on a draft of the Stormwater Master Plan Update, developed to identify and prioritize capital needs, and to present strategies aimed at maintaining, restoring, and enhancing local watersheds and meeting engineering, environmental and land use needs.
B. Public Contracting Code Update	Staff shared an update on a project to review the City’s public contracting code, and sought the Council’s direction on several changes under consideration to make the City’s procurement of goods and services more efficient, less confusing, more equitable, and in alignment with current public contracting laws.
<b>REGULAR MEETING</b>	
<u>Mayor’s Business</u>	
A. Declaration of 35 <sup>th</sup> Anniversary of Sister City Relationship	The Mayor read a declaration of the 35 <sup>th</sup> anniversary of the Sister City relationship of Wilsonville, Oregon and Kitakata, Japan. Council 5-0 ratified the declaration.
B. Upcoming Meetings	Upcoming meetings were announced by the Council President as well as the regional meetings she attended on behalf of the City.

<p>C. Appointment of Council Member to Willamette Valley Commuter Rail Advisory Committee</p>	<p>Council asked to consider appointed to the Willamette Valley Commuter Rail Advisory Committee.</p>
<p><u>Communications</u></p> <p>A. Crime Stats</p>	<p>The Wilsonville Police Chief provided a summary of data on the volume and types of crimes taking place in Wilsonville. Chief Wurpes noted a decline in property-related crimes in 2023.</p> <p>Following the presentation Council discussed and moved to accept the Measure 110. Legislative House Bill (HB) 4002-24 pre booking diversion letter. Passed 5-0.</p>
<p><u>Consent Agenda</u></p> <p>A. <b><u>Resolution No. 3114</u></b>  A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With Brown And Caldwell, Inc. For Engineering Consulting Services For The Boeckman Creek Flow Mitigation Project (Capital Improvement Project No. 7068)</p> <p>B. Minutes of the January 18, 2024 Council Meeting.</p>	<p>The Consent Agenda was approved 5-0.</p>
<p><u>New Business</u></p> <p>A. <b><u>Resolution No. 3123</u></b>  A Resolution Of The City Of Wilsonville Amending Resolution No. 3046 To Further Phase-In The Implementation Of The Parks System Development Charge For Single-Family Residential Development.</p> <p>B. <b><u>Resolution No. 3124</u></b>  A Resolution Of The City Of Wilsonville Adopting The Findings And Recommendations Of The 2023 Solid Waste Collection Rate Report, Amended January 2024, And Modifying The Republic Services Rate Schedule For Collection And Disposal Of Solid Waste, Recyclables, Organic Materials And Other Materials, Effective February 1, 2024, Amended On February 22, 2024.</p>	<p>Resolution No. 3123 was adopted, 5-0.</p> <p>Resolution No. 3124 was adopted, 5-0.</p>

<p><b>C. <u>Resolution No. 3125</u></b> A Resolution Of The City Of Wilsonville Referring To The Electors Of The City Of Wilsonville The Question Of Amending The City Charter To Refine Mayoral Term Limits In Certain Circumstances.</p> <p><b>D. <u>Resolution No. 3126</u></b> A Resolution Of The City Of Wilsonville Referring To The Electors Of The City Of Wilsonville The Question Of Amending The City Charter To Clarify The Calculation Of Years Of Service Relating To Term Limits.</p>	<p>Resolution No. 3125 was amended and adopted, 5-0.</p> <p>Resolution No. 3126 was amended and adopted, 5-0.</p>
<p><u>Continuing Business</u></p> <p><b>A. <u>Ordinance No. 886</u></b> An Ordinance Of The City Of Wilsonville Annexing Approximately 5.00 Acres Of Property Located At 7252 SW Frog Pond Lane For Development Of A 17-Lot Residential Subdivision.</p> <p><b>B. <u>Ordinance No. 887</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 5.00 Acres Located At 7252 SW Frog Pond Lane For Development Of A 17-Lot Residential Subdivision.</p>	<p>Ordinance No. 886 was adopted on second reading by a vote of 5-0.</p> <p>Ordinance No. 887 was adopted on second reading by a vote of 5-0.</p>
<p><u>Public Hearing</u></p> <p>A. None.</p>	
<p><u>City Manager's Business</u></p>	<p>The City Manager shared staff had no contact with the Village at Main Center new property owners.</p>
<p><u>Legal Business</u></p>	<p>No report.</p>
<p><b>ADJOURN</b></p>	<p>10:28 p.m.</p>

City Council Meeting Action Minutes  
March 4, 2024

**COUNCILORS PRESENT**

Mayor Fitzgerald  
Council President Akervall  
Councilor Linville  
Councilor Berry  
Councilor Dunwell

Bryan Cosgrove, City Manager  
Dan Pauly, Planning Manager  
Delora Kerber, Public Works Director  
Dwight Brashear, Transit Director  
Jeanna Troha, Assistant City Manager  
Katherine Smith, Assistant Finance Director  
Keith Katko, Finance Director  
Kimberly Rybold, Senior Planner  
Kimberly Veliz, City Recorder  
Mark Ottenad, Public/Government Affairs Director  
Zach Weigel, City Engineer

**STAFF PRESENT**

Amanda Guile-Hinman, City Attorney  
Andrea Villagrana, Human Resource Manager  
Anne MacCracken, Transit Management Analyst  
Beth Wolf, Senior Systems Analyst

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	<b>START: 5:01 p.m.</b>
A. SMART Annual Rider Survey Results	Council heard the results of the 2023 SMART Annual Rider Survey.
B. Housing Our Future	Staff shared data from public outreach activities informing the Housing Our Future project. The project to analyze the City's future housing needs and capacity is continuing with a Housing Needs and Capacity Analysis (HNCA) to yield an understanding of housing needs for the next 20 years and to confirm if there is sufficient land area for the City to accommodate these needs.
C. French Prairie Road Pathway Options	Staff summarized steps taken toward the delivery of better walking and biking facilities along the length of French Prairie Road. The City was seeking solutions that would provide safer facilities for residents while addressing the liability and maintenance
<b>URBAN RENEWAL MEETING</b>	
<u>Consent Agenda</u>	The URA Consent Agenda was approved 5-0.
A. <b><u>URA Resolution No. 340</u></b> A Resolution Of The Urban Renewal Agency Of The City Of Wilsonville Authorizing The Assignment Of The Facilities Lease With Wilsonville Community Sharing.	

<p>B. Minutes of the January 18, 2024 Urban Renewal Agency Meeting.</p>	
<p><b>NEW BUSINESS</b></p>	
<p>A. None.</p>	
<p><b>CONTINUING BUSINESS</b></p>	
<p>A. None.</p>	
<p><b>PUBLIC HEARING</b></p>	
<p>A. <u>Resolution No. 349</u> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing A Supplemental Budget Adjustment For Fiscal Year 2023-24.</p>	<p>URA Resolution No. 349 was adopted by a vote of 5-0.</p>
<p><b>REGULAR MEETING</b></p>	
<p><u>Mayor’s Business</u></p>	
<p>A. Upcoming Meetings</p> <p>B. Diversity, Equity and Inclusion Committee Appointment</p>	<p>Upcoming meetings were announced by the Council President as well as the regional meetings she attended on behalf of the City.</p> <p><b><u>Diversity, Equity and Inclusion (DEI) Committee – Appointment</u></b> Appointment of Elisabeth Garcia Davidson to the Diversity, Equity and Inclusion Committee for a term beginning 3/4/2024 to 12/31/2025. Passed 5-0.</p>
<p><u>Communications</u></p>	
<p>A. Clackamas Community College Bond</p>	
<p><u>Consent Agenda</u></p>	
<p>A. <b>Resolution No. 3106</b> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A First Amendment To The Intergovernmental Agreement On Broadband Services And Infrastructure Sharing Between The City Of Wilsonville And The City Of Sherwood.</p> <p>B. <b>Resolution No. 3115</b> A Resolution Of The City Of Wilsonville Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Autumn Park Apartments, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.</p>	<p>The Consent Agenda was approved 5-0.</p>

C. **Resolution No. 3116**

A Resolution Of The City Of Wilsonville Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Charleston Apartments, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.

D. **Resolution No. 3117**

A Resolution Of The City Of Wilsonville Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Creekside Woods LP, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.

E. **Resolution No. 3118**

A Resolution Of The City Of Wilsonville Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Rain Garden Limited Partnership, A Low-Income Apartment Development Owned And Operated By Caritas Community Housing Corporation.

F. **Resolution No. 3119**

A Resolution Of The City Of Wilsonville Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Wiedemann Park, A Low-Income Apartment Development Owned And Operated By Accessible Living, Inc.

G. **Resolution No. 3127**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Accept Assignment Of And Amend The Facilities Lease With Wilsonville Community Sharing.

H. **Resolution No. 3128**

A Resolution Of The City Of Wilsonville Supporting A 2024 Grant Application To The Oregon State Parks, Local Government Grant Program For The Memorial Park Playground Replacement Project.

I. Minutes of the February 22, 2024 City Council Meeting.

<p><u>New Business</u></p> <p>A. <b><u>Resolution No. 3112</u></b>  A Resolution Of The City Of Wilsonville Authorizing A Preliminary Engineering Report To Consider Possible Formation Of A Local Improvement District For Public Improvements To SW Parkway Avenue And SW Printer Parkway.</p>	<p>Resolution No. 3112 was adopted, 5-0.</p>
<p><u>Continuing Business</u></p> <p>B. None.</p>	
<p><u>Public Hearing</u></p> <p>A. <b><u>Resolution No. 3120</u></b>  A Resolution Of The City Of Wilsonville Authorizing A Supplemental Budget Adjustment For Fiscal Year 2023-24.</p> <p>B. <b><u>Ordinance No. 889</u></b>  An Ordinance Of The City Of Wilsonville Amending The Text Of The Development Code To Make Minor Modifications To The Coffee Creek Industrial Design Overlay District Standards.</p>	<p>Resolution No. 3129 was adopted by a vote of 5-0.</p> <p>Ordinance No. 889 was adopted on first reading by a vote of 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><b>ADJOURN</b></p>	<p>8:54 p.m.</p>