

**DEVELOPMENT REVIEW BOARD MEETING  
FEBRUARY 12, 2024  
6:30 PM**

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Board Member Communications:

7. Recent City Council Action Minutes

City Council Meeting Action Minutes  
January 4, 2024

**COUNCILORS PRESENT**

Mayor Fitzgerald – Present at Training Only  
Council President Akervall  
Councilor Linville  
Councilor Berry  
Councilor Dunwell

Brian Stevenson, Program Manager  
Bryan Cosgrove, City Manager  
Chris Neamtzu, Community Development Director  
Georgia McAlister, Associate Planner  
Jeanna Troha, Assistant City Manager  
Kimberly Veliz, City Recorder  
Kris Ammerman, Parks and Recreation Director  
Mike Nacrelli, Civil Engineer  
Zach Weigel, City Engineer  
Zoe Mombert, Assistant to the City Manager

**STAFF PRESENT**

Amanda Guile-Hinman, City Attorney  
Bill Evans, Communications & Marketing Manager

AGENDA ITEM	ACTIONS
<b>TRAINING SESSION</b>	<b>START: 3:37 p.m.</b>
A. Pursuant to ORS 192.630(4)(b)	
<b>REGULAR MEETING</b>	
<u>Mayor’s Business</u> A. Wilsonville Wildcats Week Proclamation	The Council President read a proclamation declaring January 1 -5 2024 as Wilsonville Wildcats Week. After a few words from the head coach and a couple of players, photos were taken of the Council and the Wilsonville Wildcats Varsity Football Team.
B. 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. Certificate of Appreciation to Greg Caldwell, Honorary Counsel for Republic of Korea	A Certificate of Appreciation was presented to Greg Caldwell for his 10 years of service as Northern Oregon’s outgoing Honorary Consul for the Republic of Korea.
B. Mediterranean Oak Borer Update	Staff shared an update on the City’s work to mitigate the Mediterranean Oak Borer (MOB) pest.
<u>Consent Agenda</u> A. <b>Resolution No. 3087</b> A Resolution to Allocate Community Cultural Events and Programs Grant Funds for Fiscal Year 2023/2024.	The Consent Agenda was approved 4-0.

B. Minutes of the December 18, 2023 Council Meeting.	
<u>New Business</u> A. None.	
<u>Continuing Business</u> A. <b><u>Ordinance No. 884</u></b> An Ordinance Of The City Of Wilsonville Annexing Approximately 2.02 Acres Of Property Located At The Northwest Corner Of SW Frog Pond Lane And SW Stafford Road For Development Of An 11-Lot Residential Subdivision  B. <b><u>Ordinance No. 885</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 2.02 Acres Located At The Northwest Corner Of SW Frog Pond Lane And SW Stafford Road For Development Of An 11-Lot Residential Subdivision.	Ordinance No. 884 was adopted on second reading by a vote of 4-0.  Ordinance No. 885 was adopted on second reading by a vote of 4-0.
<u>Public Hearing</u> A. <b><u>Ordinance No. 888</u></b> An Ordinance Of The City Of Wilsonville To Adopt The 2023 Wastewater Treatment Plant Master Plan As A Sub-Element To The City Of Wilsonville Comprehensive Plan And The Wastewater Treatment Plant Capital Improvement Project List.	After a public hearing was conducted, Ordinance No. 888 was adopted on first reading by a vote of 4-0.
<u>City Manager's Business</u>	Mentioned staff was aware of the email Council had received from SSI Shredding Systems, Inc. regarding concerns with the Willamette Water Supply" project on 95 <sup>th</sup> .  Council was reminded the City of Wilsonville Employee Winter Fest was scheduled for Friday, January 12, 2024.
<u>Legal Business</u>	No report.
<b>ADJOURN</b>	8:59 p.m.

City Council Meeting Action Minutes  
January 18, 2024

**COUNCILORS PRESENT**

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

Bryan Cosgrove, City Manager  
Cindy Luxhoj, Associate Planner  
Chris Neamtzu, Community Development Director  
Jeanna Troha, Assistant City Manager  
Kimberly Veliz, City Recorder  
Mark Ottenad, Public/Government Affairs Director  
Matt Lorenzen, Economic Development Manager  
Zach Weigel, City Engineer who  
Zoe Mombert, Assistant to the City Manager

**STAFF PRESENT**

Amanda Guile-Hinman, City Attorney  
Andrea Villagrana, Human Resource Manager

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	<b>START: 5:00 p.m.</b>
A. Trip Insurance for Travel to Kitakata, Japan	Council discussed the City’s pursuit of a Business Travel Accident Insurance policy for the benefit of staff and Councilors who were traveling to Kitakata, Japan, in February 2024.
B. Stafford-65 <sup>th</sup> -Elligsen Intersection Update	Staff presented on Resolution No. 3039, which authorizes the City Manager to enter into and execute an intergovernmental agreement with Clackamas County relating to the Stafford-65th-Elligsen Roundabout Project.
C. City Charter – Term Limits	Council discussed whether to consider advancing a charter amendment to the Wilsonville electorate to clarify mayoral term limits. Further discussion was necessary therefore; the discussion would be continued to a future Special Work Session.
D. 2024 State Legislative Session Priorities	Staff shared the 2024 State Legislative Session Priorities, developed to outline the City’s policy objectives during the short session of the Oregon legislature, beginning on February 5, 2024.
<b>URBAN RENEWAL AGENCY</b>	
<u>URA Consent Agenda</u>	The URA Consent Agenda was approved 4-0.
A. <u><b>URA Resolution No. 346</b></u> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing An Intergovernmental Agreement With The City Of Wilsonville Pertaining To	

<p>Short Term Subordinate Urban Renewal Debt For The Coffee Creek Plan District For The Purpose Of Funding The Construction Of Capital Improvement Project By The Agency.</p> <p>B. <b><u>URA Resolution No. 347</u></b> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing The Termination Of Tax Increment Collection For The West Side Plan.</p> <p>C. <b><u>URA Resolution No. 348</u></b> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing Acquisition Of The Fifth Group Of Property And Property Interests Related To Construction Of The Boeckman Road Corridor Project.</p> <p>D. Minutes of the December 4, 2023 Urban Renewal Agency Meeting.</p>	
<p><b><u>URA New Business</u></b> A. None.</p>	
<p><b><u>URA Continuing Business</u></b> A. None.</p>	
<p><b><u>URA Public Hearing</u></b> A. None.</p>	
<p><b>REGULAR MEETING</b></p>	
<p><b><u>Mayor’s Business</u></b> A. Adoption of 2024 State Legislative Priorities  B. Upcoming Meetings</p>	<p>Council made a motion to adopt the 2024 State Legislative Priorities, passed 4-0.</p> <p>Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.</p>
<p><b><u>Communications</u></b> A. Willamette Water Supply Program Project.</p>	<p>Representatives of WWSP provided updates on the status of local components of the “Big Pipe Project” under construction to deliver water to ratepayers in the Beaverton and Hillsboro areas.</p>
<p><b><u>Consent Agenda</u></b> A. <b><u>Resolution No. 3039</u></b></p>	<p>The Consent Agenda was approved 4-0.</p>

<p>A Resolution Of The City Of Wilsonville Authorizing The City Manager To Enter Into And Execute The Intergovernmental Agreement With Clackamas County Relating To The Stafford-65th-Elligsen Roundabout Project.</p> <p><b>B. <u>Resolution No. 3076</u></b> A Resolution Of The City Of Wilsonville Authorizing An Intergovernmental Agreement With The City Of Wilsonville Urban Renewal Agency Pertaining To A Short Term Urban Renewal Debt For The Coffee Creek Plan District For The Purpose Of Funding The Construction Of Capital Improvement Project By The Agency.</p> <p><b>C. <u>Resolution No. 3107</u></b> A Resolution Authorizing The City Manager To Enter Into A Development Agreement With Venture Properties, Inc. Regarding The Funding And Construction Of The Boeckman Creek Regional Trail And Associated Boeckman Creek Trailhead Park In The Frog Pond Terrace Subdivision.</p> <p><b>D. <u>Resolution No. 3108</u></b> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Enter Into And Execute The Intergovernmental Agreement With Washington County For Design Of Public Utility Improvements On Basalt Creek Parkway.</p> <p><b>E. <u>Resolution No. 3109</u></b> A Resolution Of The City Of Wilsonville Authorizing Acquisition Of The Fifth Group Of Property And Property Interests Related To Construction Of The Boeckman Road Corridor Project.</p> <p>F. Minutes of the January 4, 2024 City Council Meeting.</p>	
<p><u>New Business</u></p> <p><b>A. <u>Resolution No. 3099</u></b> A Resolution Of The City Of Wilsonville Referring The Question Of Forming A Town Center Urban Renewal District For An Advisory Vote Of The Wilsonville Electorate.</p>	<p>Resolution No. 3099 was adopted 4-0.</p>
<p><u>Continuing Business</u></p> <p><b>A. <u>Ordinance No. 888</u></b></p>	

<p>An Ordinance Of The City Of Wilsonville To Adopt The 2023 Wastewater Treatment Plant Master Plan As A Sub-Element To The City Of Wilsonville Comprehensive Plan And The Wastewater Treatment Plant Capital Improvement Project List.</p>	<p>Ordinance No. 888 was adopted on second reading by a vote of 4-0.</p>
<p><u>Public Hearing</u></p> <p>A. <b><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>After a public hearing was conducted, Ordinance No. 886 was approved on first reading by a vote of 4-0.</p> <p>After a public hearing was conducted, Ordinance No. 887 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>Council decided to hold a Special Work Session on Monday, January 29, 2024 to continue discussion on the topic of term limits.</p>
<p><b>ADJOURN</b></p>	<p>9:48 p.m.</p>