

DEVELOPMENT REVIEW BOARD MEETING

MONDAY, JANUARY 23, 2023

6:30 PM

Board Member Communications:

9. Recent City Council Action Minutes

City Council Meeting Action Minutes
August 15, 2022

City Council members present included:

Mayor Fitzgerald
Council President Akervall
Councilor Lehan
Councilor West – Arrived 5:09 p.m.
Councilor Linville

Cricket Jones, Finance Operations Supervisor
Amy Pepper, Engineering Manager
Ryan Adams, Assistant City Attorney
Nick McCormick, Legal Intern
Masha Mironova, Administration Intern
Matt Lorenzen, Economic Development Manager
Dan Pauly, Planning Manager
Bill Evans, Communications & Marketing Manager
Keith Katko, Assistant Finance Director
Andy Stone, IT Director
Zoe Mombert, Assistant to the City Manager

Staff present included:

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

AGENDA ITEM	ACTIONS
WORK SESSION	START: 5:04 p.m.
A. Utility Billing Update	Staff detailed work currently underway to implement a new Utility Billing system.
B. Code Revisions Related to Camping	Council heard an informational session to discuss the recent passage of Oregon laws and court rulings related to local laws regulating camping.
C. Wilsonville Framework for Inclusive Engagement	Council discussed the Wilsonville Framework for Inclusive Engagement, which is a resource for the City’s ongoing public engagement efforts.
D. Vertical Housing Calculation Methodology	Staff presented on Resolution No. 2992, which clarifies the tax exemption calculation methodology to be utilized under the City’s Vertical Housing Development Zone (VHDZ) program.
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. Community Survey Results	Staff presented on the 2022 National Citizen Survey (NCS), performed by National Research Center and Polco.

<p><u>Consent Agenda</u></p> <p>A. Resolution No. 2990 Authorizing The City Manager To Execute A Systems Development Charges Refund Agreement With Coffee Creek Logistics Holdings, LLC For The Construction Of Oversized Public Sewer And Water Infrastructure Improvements.</p> <p>B. Resolution No. 2992 A Resolution Of The City Of Wilsonville Clarifying The Tax Exemption Calculation Methodology To Be Utilized Under The City’s Vertical Housing Development Zone Program.</p> <p>C. Authorize the City Manager to Sign an Intergovernmental Agreement (IGA) Between Clackamas County Sheriff’s Office, West Linn - Wilsonville School District and City of Wilsonville for School Resource Officer Program.</p> <p>D. Minutes of the August 15, 2022 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. Ordinance No. 865 An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Future Development Agricultural – Holding (FDA-H) Zone To The Planned Development Industrial (PDI) Zone On Approximately 0.55 Acre Located At 28505 SW Boones Ferry Road; The Land Is More Particularly Described As Tax Lot 800, Section 14A, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Davidsons Boones Ferry Industrial LLC, Owner/Applicant.</p>	<p>Ordinance No. 865 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>Shared staff was looking into the tree issue at the City Hall parking lot mentioned by Councilor Lehan. They would also investigate the tree issue mentioned by Councilor Lehan on Kinsman Road.</p>

	Lastly, Council was reminded they had been invited to a local resident's centenary birthday party.
<u>Legal Business</u>	No report.
EXECUTIVE SESSION	Pursuant to ORS 192.660(2)(h) Legal Counsel /Litigation
ADJOURN	8:18 p.m.

City Council Meeting Action Minutes
September 8, 2022

City Council members present included:

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

Cindy Luxhoj, Associate Planner
Kelsey Lewis, Grants & Programs Manager
Robert Wurpes, Chief of Police
Zachary Keirse, School Resource Officer
Mark Ottenad, Public/Government Affairs Director
Delora Kerber, Public Works Director
Chris Neamtzu, Community Development Director
Ryan Adams, Assistant City Attorney
Kimberly Rybold, Senior Planner
Zoe Mombert, Assistant to the City Manager
Dwight Brashear, Transit Director
Martin Montalvo, Public Works Ops. Manager

Staff present included:

Bryan Cosgrove, City Manager
Amanda Guile-Hinman, City Attorney
Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager
Dan Pauly, Planning Manager

AGENDA ITEM	ACTIONS
WORK SESSION	START: 5:05 p.m.
A. Frog Pond East and South Master Plan	Staff sought feedback on residential policies for Frog Pond East and South.
B. Transit Master Plan Update and Community Engagement Plan	Staff and consultants introduced the public engagement strategy for the Transit Master Plan (TMP) update.
C. City of Wilsonville Flag Policy	City Council reviewed a draft of the City Flag Policy and provide any feedback to staff.
REGULAR MEETING	
<u>Mayor's Business</u>	
A. Oregon Highway Plan (OHP) Tolling Policy Amendment	Council directed staff to include language requesting clear standards for public engagement in a comment letter to Oregon Transportation Commission on the proposed OHP Toll Amendment. Approved 3-0.
B. 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. School Resource Officer Vehicle Design	The Police Chief introduced the School Resource Officer (SRO). The SRO then shared details of work with Wilsonville High School students to create an SRO vehicle to make it

<p>B. Employer Support of the Guard and Reserve (ESGR) Military Reservist Appreciation Award</p> <p>C. ODOT Update on Oregon Highway Plan (OHP) Toll Amendment and Regional Mobility Pricing Project (RMPP)</p>	<p>more identifiable to the student community and demonstrate school pride.</p> <p>The City received recognition from Employer Support of the Guard and Reserve (ESGR), a division of the U. S. Department of Defense, for the City of Wilsonville’s support of employees who serve in the National Guard or Military Reserves.</p> <p>The Oregon Department of Transportation (ODOT) shared details of the Regional Mobility Pricing Project and the I-205 Toll Project.</p>
<p><u>Consent Agenda</u></p> <p>A. Resolution No. 2995 A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute An Amendment To The Professional Services Contract With Leland Consulting Group, Inc. For The Wilsonville Transit Center TOD Study.</p> <p>B. Minutes of the August 15, 2022 City Council Meeting.</p>	<p>The Consent Agenda was approved 3-0.</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. Ordinance No. 866 An Ordinance Of The City Of Wilsonville Annexing Approximately 11.17 Acres Of Property Located South Of SW Frog Pond Lane At 7480 And 7500 SW Frog Pond Lane For Development Of A 19-Lot Residential Subdivision.</p> <p>B. Ordinance No. 867 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 10.94 Acres Located South Of SW Frog Pond Lane At 7480 And 7500 SW Frog Pond Lane For Development Of A 19-Lot Residential Subdivision.</p>	<p>After a public hearing was conducted, Ordinance No. 866 was approved on first reading by a vote of 3-0.</p> <p>After a public hearing was conducted, Ordinance No. 867 was approved on first reading by a vote of 3-0.</p>

<u>City Manager's Business</u>	Reminded Council that a replacement for the Tourism Promotion Committee would be needed, as Councilor Lehan would soon be terming out of office.
<u>Legal Business</u>	The City Attorney announced she would be attending the next City Council meeting remotely as she would be out of office attending the ICMA conference.
ADJOURN	8:44 p.m.

City Council Meeting Action Minutes September 19, 2022

City Council members present included:

Mayor Fitzgerald
 Council President Akervall
 Councilor Lehan
 Councilor West
 Councilor Linville

Dwight Brashear, Transit Director
 Zoe Mombert, Assistant to the City Manager
 Mark Ottenad, Public/Government Affairs Director
 Georgia McAlister, Associate Planner
 Zach Weigel, City Engineer
 Andrea Villagrana, Human Resource Manager
 Miranda Bateschell, Planning Director
 Cindy Luxhoj, Associate Planner
 Mike Nacrelli, Civil Engineer
 Amy Pepper, Engineering Manager
 Matt Lorenzen, Economic Development Manager
 Andrew Barrett, Capital Projects Eng. Manager

Staff present included:

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

AGENDA ITEM	ACTIONS
WORK SESSION	START: 5:06 p.m.
A. Aurora Airport Comprehensive Plan Policies	Staff presented and Council commented on draft airport good-neighbor policies to add to the Wilsonville Comprehensive Plan.
B. Draft 2023 Legislative Concepts	Council was informed of the draft 2023 Legislative Concepts by Wilsonville’s state legislators for potential introduction as legislation for the 2023 session of the Oregon Legislative Assembly.
C. Construction Excise Tax for Affordable Housing	Council directed staff to continue researching CET and other options for affordable housing.
REGULAR MEETING	
<u>Mayor’s Business</u>	
A. 2023 Legislative Concepts Request To Rep. Courtney Neron (HD-26)	Council approved 5-0, a set of legislative concepts to be considered by Wilsonville-area Representative Neron for the 2023 State legislative session.
B. 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.	

<p><u>Consent Agenda</u></p> <p>A. <u>Resolution No. 2985</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement Contract Amendment With Murraysmith, Inc. For Owner’s Representative Services For The Boeckman Road Corridor Project (Capital Improvement Project # 2102, 4205, 4206, 4212, And 7067).</p> <p>B. <u>Resolution No. 2996</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Enter Into A Development Agreement With BTC III Grahams Ferry IC, LLC For Construction Of Oversized Public Water Infrastructure Improvements.</p> <p>C. <u>Resolution No. 3000</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement Contract Amendment With Murraysmith, Inc. To Provide Final Design And Construction Support Services For The Charbonneau Lift Station Rehabilitation Project (Capital Improvement Project #2106).</p> <p>D. Minutes of the September 8, 2022 City Council Meeting.</p>	<p>The Consent Agenda was approved 5-0.</p>
<p><u>New Business</u></p> <p>A. <u>Resolution No. 2986</u> A Resolution Of The City Of Wilsonville Authorizing Acquisition Of Property And Property Interests Related To Construction Of The Willamette Water Supply Program Right-Of-Way Enhancement Projects.</p>	<p>Resolution No. 2986 was approved 5-0.</p>
<p><u>Continuing Business</u></p> <p>A. <u>Ordinance No. 866</u> An Ordinance Of The City Of Wilsonville Annexing Approximately 11.17 Acres Of Property Located South Of SW Frog Pond Lane At 7480 And 7500 SW Frog Pond Lane For Development Of A 19-Lot Residential Subdivision.</p>	<p>Ordinance No. 866 was adopted on second reading by a vote of 5-0.</p>

<p>B. <u>Ordinance No. 867</u> 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 10.94 Acres Located South Of SW Frog Pond Lane At 7480 And 7500 SW Frog Pond Lane For Development Of A 19-Lot Residential Subdivision.</p>	<p>Ordinance No. 867 was adopted on second reading by a vote of 5-0.</p>
<p><u>Public Hearing</u></p> <p>A. <u>Ordinance No. 868</u> An Ordinance Of The City Of Wilsonville Annexing Approximately 4.92 Acres Of Property Located North Of SW Frog Pond Lane At 7315 SW Frog Pond Lane For Development Of A 12-Lot Residential Subdivision.</p> <p>B. <u>Ordinance No. 869</u> 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 4.07 Acres Located South Of SW Frog Pond Lane At 7314 SW Frog Pond Lane For Development Of A 12-Lot Residential Subdivision.</p>	<p>After a public hearing was conducted, Ordinance No. 868 was approved on first reading by a vote of 5-0.</p> <p>After a public hearing was conducted, Ordinance No. 869 was approved 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>URBAN RENEWAL AGENCY</p>	
<p><u>URA Consent Agenda</u></p> <p>A. <u>URA Resolution No. 329</u> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing The City Manager To Execute A Professional Services Agreement Contract Amendment With MurraySmith, Inc. For Owner's Representative Services For The Boeckman Road Corridor Project (Capital Improvement Project # 2102, 4205, 4206, 4212, And 7067).</p> <p>B. Minutes of the August 1, 2022 Urban Renewal Agency Meeting.</p>	<p>The URA Consent Agenda was approved 5-0.</p>
<p><u>New Business</u></p> <p>A. None.</p>	
<p><u>URA Public Hearing</u></p> <p>A. None.</p>	
<p>ADJOURN</p>	<p>8:26 p.m.</p>

City Council Meeting Action Minutes
October 3, 2022

City Council members present included:

Mayor Fitzgerald
Council President Akervall
Councilor Lehan
Councilor West
Councilor Linville

Ryan Adams, Assistant City Attorney
Jeanna Troha, Assistant City Manager
Zoe Mombert, Assistant to the City Manager
Mark Ottenad, Public/Government Affairs Director
Georgia McAlister, Associate Planner
Zach Weigel, City Engineer
Andrea Villagrana, Human Resource Manager
Delora Kerber, Public Works Director
Steve Gering, Industrial Pretreatment Coordinator
Dan Pauly, Planning Manager
Kerry Rappold, Natural Resources Manager

Staff present included:

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

AGENDA ITEM	ACTIONS
WORK SESSION	START: 5:00 p.m.
A. Frog Pond East and South Master Plan	Council heard a presentation on Frog Pond East and South and provided feedback.
B. Review of the draft Solid Waste Collection Rate Report, September 2022	Staff presented on Resolution No. 3004, which adopts findings and recommendations of the 2022 Solid Waste Collection Rate Report and Rate Schedule. The resolution was scheduled for City Council consideration on November 7, 2022.
C. Local Discharge Limits Development	Staff presented on Resolution No. 2994, which establishes local discharge limitations to control conventional, non-conventional, and toxic pollutant discharges from non-domestic industrial users of the City of Wilsonville sanitary sewer system and repealing Resolution Nos. 1267, 1504 and 1888.
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.
Communications	
A. PGE Green Power Energy Report for Wilsonville	Portland General Electric (PGE) representative detailed how voluntary participation in PGE's "Green Future" program by the City and greater community is supporting regional renewable energy initiatives.

<p>B. Boones Ferry Primary (BFP) Stormwater CEP Project Update</p> <p>C. Boeckman Creek Primary Watershed CEP Update</p>	<p>Staff presented on Community Enhancement Program projects completed in collaboration with students at Boones Ferry Primary and Boeckman Creek Primary.</p>
<p><u>Consent Agenda</u></p> <p>A. Resolution No. 2994 A Resolution Of The City Of Wilsonville Establishing Local Discharge Limitations To Control Conventional, Non-Conventional, And Toxic Pollutant Discharges From Non-Domestic Industrial Users Of The City Of Wilsonville Sanitary Sewer System And Repealing Resolution Nos. 1267, 1504 And 1888.</p> <p>B. Minutes of the September 19, 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. Ordinance No. 868 An Ordinance Of The City Of Wilsonville Annexing Approximately 4.92 Acres Of Property Located North Of SW Frog Pond Lane At 7315 SW Frog Pond Lane For Development Of A 12-Lot Residential Subdivision.</p> <p>B. Ordinance No. 869 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 4.07 Acres Located South Of SW Frog Pond Lane At 7314 SW Frog Pond Lane For Development Of A 12-Lot Residential Subdivision.</p>	<p>Ordinance No. 868 was adopted on second reading by a vote of 5-0.</p> <p>Ordinance No. 869 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>Mentioned the Nature Park and the employees whom were instrumental in creating it won an Oregon State Parks award.</p> <p>Explained a tree expert from Oregon State would be looking at the Kinsman Oak in the next few weeks.</p>
<p><u>Legal Business</u></p>	<p>No report.</p>
<p>ADJOURN</p>	<p>8:25 p.m.</p>

City Council Meeting Action Minutes
October 17, 2022

City Council members present included:

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

Chris Neamtzu, Community Development Director
Miranda Bateschell, Planning Director
Kimberly Rybold, Senior Planner
Matt Lorenzen, Economic Development Manager
Zach Weigel, City Engineer
Dustin Schull, Parks Supervisor
Andrew Barrett, Capital Projects Eng. Manager
Keith Katko, Assistant Finance Director
Katherine Smith, Assistant Finance Director
Zoe Mombert, Assistant to the City Manager
Kris Ammerman, Parks and Recreation Director
Erica Behler, Recreation Coordinator

Staff present included:

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

AGENDA ITEM	ACTIONS
WORK SESSION	START: 5:02 p.m.
A. 2022 Urban Renewal Strategic Plan	Staff sought Council’s input on a draft Urban Renewal Strategic Plan, which would return for consideration at the November 21, 2022 City Council meeting.
B. Town Center Infrastructure Funding Plan	Staff introduced the draft Town Center Infrastructure Funding Plan, and sought direction on which mechanisms to pursue as recommendations within the final plan.
C. Frog Pond East and South Master Plan	Staff sought feedback on Frog Pond East and South Master Plan policies that pertain to the variety of housing types and the commercial district.
REGULAR MEETING	
<u>Mayor’s Business</u>	
A. 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. STARS Camp Recognition	Local high school students informed Council of the STARS Camp. The students created the camp and ran it along with other teen camp counselors. Wilsonville Parks and Recreation staff oversaw the camp, which was free of charge. The camp was intended to help lower income residents with a day of free childcare along with fun activities for campers.

Consent Agenda

A. **Resolution No. 2998**

A Resolution Of The City Of Wilsonville Authorizing An Intergovernmental Agreement With The City Of Wilsonville Pertaining To Short Term Subordinate Urban Renewal Debt For The Year 2000 Plan District For The Purpose Of Funding The Construction Of Capital Improvement Project By The Agency.

B. **Resolution No. 3002**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Enter Into The First Amendment To Communications Facility Ground Lease With Clackamas 800 Radio Group For The Use Of City-Owned Property On Level C Reservoir Parcel As A Wireless Communication Facility Tower Site.

C. **Resolution No. 3003**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With Consor North America, Inc. To Provide Engineering Consulting Services For The Boeckman Creek Interceptor And Trail Project (Capital Improvement Projects No. 2107 And No. 9150).

D. **Resolution No. 3006**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction And Funding Agreement With Portland & Western Railroad, Inc. For Re-Construction Of A Grade Crossing At The 5th Street Railroad Crossing Associated With The 5th Street / Kinsman Road Extension Project.

E. Minutes of the October 3, 2022 City Council Meeting.

The Consent Agenda was approved 3-0.

New Business

A. None.

Continuing Business

A. None.

<u>Public Hearing</u> A. <u>Resolution No. 2999</u> A Resolution Of The City Of Wilsonville Authorizing A Supplemental Budget Adjustment For Fiscal Year 2022-23.	After a public hearing was conducted, Resolution No. 2999 was approved 3-0.
<u>City Manager's Business</u>	No report.
<u>Legal Business</u>	The City Attorney informed Council of her schedule for the next week.
URBAN RENEWAL AGENCY	
<u>URA Consent Agenda</u> A. <u>URA Resolution No. 328</u> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing An Intergovernmental Agreement With The City Of Wilsonville Pertaining To Short Term Subordinate Urban Renewal Debt For The Year 2000 Plan District For The Purpose Of Funding The Construction Of Capital Improvement Project By The Agency. B. <u>URA Resolution No. 331</u> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing The City Manager To Execute A Construction And Funding Agreement With Portland & Western Railroad, Inc. For Re-Construction Of A Grade Crossing At The 5 th Street Railroad Crossing Associated With The 5th Street/ Kinsman Road Extension Project. C. Minutes of the September 19, 2022 Urban Renewal Agency Meeting.	The URA Consent Agenda was approved 3-0.
<u>New Business</u> A. None.	
<u>Continuing Business</u> A. None.	
<u>URA Public Hearing</u> A. <u>URA Resolution No. 330</u> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing A Supplemental Budget Adjustment For Fiscal Year 2022-23.	After a public hearing was conducted, URA Resolution No. 330 was approved 3-0.
ADJOURN	7:58 p.m.

City Council Meeting Action Minutes
November 7, 2022

City Council members present included:

Mayor Fitzgerald
Council President Akervall
Councilor Lehan
Councilor West
Councilor Linville

Amanda Guile-Hinman, City Attorney
Kimberly Veliz, City Recorder
Andrea Villagrana, Human Resource Manager
Zach Weigel, City Engineer
Mark Ottenad, Public/Government Affairs Director
Dan Pauly, Planning Manager
Miranda Bateschell, Planning Director
Chris Neamtzu, Community Development Director
Zoe Mombert, Assistant to the City Manager

Staff present included:

Bryan Cosgrove, City Manager

AGENDA ITEM	ACTIONS
WORK SESSION	
START: 5:00 p.m.	
A. Frog Pond East and South Master Plan	Council provided staff additional feedback and input on the draft Frog Pond East and South Master Plan.
B. City of Wilsonville Flag Policy and Update to Wilsonville Code Section 6.150	The City Attorney reviewed the draft City Flag Policy and draft revision to Wilsonville Code (WC) Section 6.150 with Council and sought their feedback.
REGULAR MEETING	
<u>Mayor's Business</u>	
A. Approval of City Application to Metro for the Acquisition of the Frog Pond West Park Property Utilizing Local Share Funds	This item was voted on during the Communications portion of the agenda.
B. League of Oregon Cities (LOC) Opioid Settlement Board	Council moved to endorse and support Councilor Linville's nomination to serve on the state's Opioid Settlement Board. Passed 4-0-1.
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. Frog Pond West Neighborhood Park Community Engagement	Council moved to approve the City's application to Metro for the acquisition of the Frog Pond West Neighborhood Park Property utilizing Local Share Funds. Passed 5-0.

<p><u>Consent Agenda</u></p> <p>A. Resolution No. 3010 A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement Contract Amendment With AKS Engineering & Forestry, LLC For Design And Construction Engineering Services For The 2022 Curb Ramps Upgrade Project (Capital Improvement Project # 4014, 4118, And 4717).</p> <p>B. Minutes of the October 17, 2022 City Council Meeting.</p>	<p>The Consent Agenda was approved 5-0.</p>
<p><u>New Business</u></p> <p>A. Resolution No. 3004 A Resolution Of The City Of Wilsonville Adopting The Findings And Recommendations Of The “Solid Waste Collection Rate Report, October 2022” And Maintaining The Current Republic Services Rate Schedule, Effective January 1, 2022.</p>	<p>Resolution No. 3004 was adopted 5-0.</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>The City Manager announced he would check on the status of the archeologist report on Boones Ferry Landing and forward to Council once available.</p>
<p><u>Legal Business</u></p>	<p>No report.</p>
<p>ADJOURN</p>	<p>8:19 p.m.</p>

City Council Meeting Action Minutes
November 21, 2022

City Council members present included:

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

Beth Wolf, Senior Systems Analyst
Becky White, Permit Technician
Dwight Brashear, Transit Director
Scott Simonton, Fleet Services Manager
Chris Neamtzu, Community Development Director
Katherine Smith, Assistant Finance Director
Dan Carlson, Building Official
Kris Ammerman, Parks and Recreation Director
Dustin Schull, Parks Supervisor
Tommy Reeder, Parks Maintenance Specialist
Zack Morse, Parks Maintenance Specialist
Roger Moeller, Parks Maintenance Specialist
Brian Stevenson, Program Manager
Zach Weigel, City Engineer

Staff present included:

Bryan Cosgrove, City Manager
Andrea Villagrana, Human Resource Manager
Amanda Guile-Hinman, City Attorney
Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager
Delora Kerber, Public Works Director
Kimberly Rybold, Senior Planner
Matt Lorenzen, Economic Development Manager
Bill Evans, Communications & Marketing Manager

AGENDA ITEM	ACTIONS
WORK SESSION	START: 5:01 p.m.
A. Local Public Contracting Code Update	The City Attorney discussed future updates to the City’s Public Contracting Code that are to be examined and recommended by an inter-departmental project team.
B. City Facilities Master Plan Update	Council heard a presentation on the findings of the 2022 City Facility Master Plan.
REGULAR MEETING	
<u>Mayor’s Business</u>	
A. Letter to the Clackamas County Board of County Commissioners	Council made a motion to approve and send the City’s letter of comment on protecting the French Prairie Rural Reserve. It was approved 3-0.
B. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.

Communications

A. Clackamas County Opioid Settlement Presentation

Clackamas County staff shared information on Oregon’s opioid crisis and outlined terms and conditions of financial awards to be received from pharmaceutical companies by local governments to support treatment and prevention of opioid addiction.

B. Oregon Building Officials Association 2022 Permit Technician of the Year Award

Becky White, Permit Technician was recognized as the Oregon Building Officials Association (OBOA) 2022 Permit Technician of the Year.

C. SMART Award Presentation

NW Natural Gas representatives recognized Scott Simonton, Fleet Services Manager and SMART with the Achievement Award-Natural Gas Transit Fleet Program from Natural Gas Vehicles for America (NGVAmerica), which recognizes outstanding contributions to the advancement of natural gas for transportation fuel.

D. Nature Play Area Awards

Parks & Recreation staff was recognized as recipients of the Oregon Recreation & Park Association (ORPA) 2022 “Design & Construction Award” in the small project category for the design and construction of the new Nature Playground at Memorial Park.

Consent Agenda

A. **Resolution No. 2993**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Enter Into An Intergovernmental Agreement Between Clackamas County, Washington County, And The City Of Wilsonville Related To The Stafford Road At 65th Avenue Temporary Traffic Signal And Traffic Control Changes At 65th Avenue At Elligsen Road Project.

B. **Resolution No. 3005**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With DOWL To Provide Engineering Consulting Services For The Willamette Water Supply PLM 1.3: Construction Inspection Of City Infrastructure Project (Capital Improvement Project No. 1127).

The Consent Agenda was approved 3-0.

<p>C. <u>Resolution No. 3007</u> A Resolution Of The City Of Wilsonville Authorizing The Arts, Culture, And Heritage Commission To Administer And Recommend Funding Of The Community Cultural Events And Programs Grant.</p> <p>D. <u>Resolution No. 3011</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement Contract Amendment With Carollo Engineers For The Wastewater Treatment Plant Master Plan Project (Capital Improvement Project #2104).</p> <p>E. Minutes of the November 7, 2022 City Council Meeting.</p>	
<p><u>New Business</u></p> <p>A. <u>Resolution No. 3001</u> A Resolution Of The City Of Wilsonville Approving The Findings Of The 2022 City Facility Master Plan.</p> <p>B. <u>Resolution No. 3012</u> A Resolution Of The Wilsonville City Council Adopting The 2022 Urban Renewal Strategic Plan As Recommended By The Urban Renewal Task Force.</p> <p>C. <u>Resolution No. 3013</u> A Resolution Of The City Of Wilsonville Adopting The Town Center Infrastructure Funding Plan.</p>	<p>Resolution No. 3001 was adopted 3-0.</p> <p>Resolution No. 3012 was adopted 3-0.</p> <p>Resolution No. 3013 was adopted 3-0.</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>The City Manager shared that the Shred Day event brought in about \$2,200 in donations for Wilsonville Community Sharing.</p>
<p><u>Legal Business</u></p>	<p>No report.</p>

URBAN RENEWAL AGENCY	
<p><u>URA Consent Agenda</u></p> <p>A. <u>URA Resolution No. 333</u> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing The City Manager To Enter Into An Intergovernmental Agreement Between Clackamas County, Washington County, And The City Of Wilsonville Related To The Stafford Road At 65th Avenue Temporary Traffic Signal And Traffic Control Changes At 65th Avenue At Elligsen Road Project.</p> <p>B. Minutes of the October 17, 2022 Urban Renewal Agency Meeting.</p>	<p>The URA Consent Agenda was approved 3-0.</p>
<p><u>New Business</u></p> <p>A. <u>URA Resolution No. 332</u> A Resolution Of The City Of Wilsonville Urban Renewal Agency Adopting The 2022 Urban Renewal Strategic Plan As Recommended By The Urban Renewal Task Force.</p>	<p>URA Resolution No. 332 was adopted 3-0.</p>
<p><u>URA Public Hearing</u></p> <p>A. None.</p>	
ADJOURN	9:39 p.m.

City Council Meeting Action Minutes
December 5, 2022

City Council members present included:

Mayor Fitzgerald
Council President Akervall
Councilor Lehan – Work Session Only
Councilor West - Excused
Councilor Linville

Amanda Guile-Hinman, City Attorney
Jeanna Troha, Assistant City Manager
Zoe Mombert, Assistant to the City Manager
Miranda Bateschell, Planning Director
Dan Pauly, Planning Manager
Dustin Schull, Parks Supervisor
Chris Delk, Parks Maintenance Specialist
Dan Carlson, Building Official
Bill Evans, Communications & Marketing Manager

Staff present included:

Bryan Cosgrove, City Manager

AGENDA ITEM	ACTIONS
WORK SESSION	
START: 5:05 p.m.	
A. Cultural Calendar	Council was presented a draft calendar that identifies several dates of cultural significance.
B. Update on City Response to Emerald Ash Borer	Staff discussed efforts to mitigate Emerald Ash Borer (EAB) a destructive insect that threatens the City’s ash trees.
C. Willamette Water Supply Program Wilsonville Area Pipeline Project (PLM_1.3)	Council was informed construction plans for a two-mile segment of underground water pipeline to be installed along portions of Kinsman Road, 95 th Avenue, Boeckman Road, and Ridder Road.
D. Commercial and Mechanical Building Codes	Staff presented on Resolution No. 3015, which adopts the Structural Specialty Code and the Mechanical Specialty Code and repeals all prior resolutions.
REGULAR MEETING	
<u>Mayor’s Business</u>	
A. Wilsonville Wildcats Week Proclamation	The Mayor read a proclamation declaring the week of December 5 – 9, 2022 as Wildcats Week and presented a proclamation to the Wilsonville High School Girls Soccer Team.
B. Boards/Commission Appointments/Reappointments	<u>Budget Committee – Reappointment</u> Reappointment of Synthea Russell to the Budget Committee for a term beginning 1/1/2023 to 12/31/2025. Passed 3-0.

Development Review Board A

Reappointment of Rachelle Barrett and Jean Svadlenka to the Development Review Board A for a term beginning 1/1/2023 to 12/31/2024. Passed 3-0.

Development Review Board

Appointment of Jordan Herron, Yara Alatawy, John Hildum and Rob Candrian to the Development Review Board for a term beginning 1/1/2023 to 12/31/2024. Passed 3-0.

Kitakata Sister City Advisory Board

Reappointment of Seiji Shiratori and Ashleigh Sumerlin to the Kitakata Sister City Advisory Board for a term beginning 1/1/2023 to 12/31/2025. Passed 3-0.

Kitakata Sister City Advisory Board

Appointment of Yuki Puram to the Kitakata Sister City Advisory Board for a term beginning 1/1/2023 to 12/31/2024. Passed 3-0.

Kitakata Sister City Advisory Board

Appointment of John Bohlen to the Kitakata Sister City Advisory Board for a term beginning 1/1/2023 to 12/31/2023. Passed 3-0.

Parks & Recreation Advisory Board

Appointment of Keith Gary to the Parks & Recreation Advisory Board for a term beginning 1/1/2023 to 12/31/2026. Passed 3-0.

Planning Commission

Appointment of Nicole Hendrix to the Planning Commission for a term beginning 1/1/2023 to 12/31/2026. Passed 3-0.

Wilsonville-Metro Community Enhancement Committee

Appointment of Maripat Hensel to the Wilsonville-Metro Community Enhancement Committee for a term beginning 1/1/2023 to 6/30/2024. Passed 3-0.

<p>C. Upcoming Meetings</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>Communications</u> A. None.</p>	
<p><u>Consent Agenda</u> A. Minutes of the November 21, 2022 Council Meeting.</p>	<p>The Consent Agenda was approved 3-0.</p>
<p><u>New Business</u> A. <u>Resolution No. 3015</u> A Resolution Of The City Of Wilsonville Adopting The Structural Specialty Code And The Mechanical Specialty Code And Repealing All Prior Resolutions That Previously Adopted A Structural Specialty Code Or Mechanical Specialty Code.</p>	<p>Resolution No. 3015 was adopted 3-0.</p>
<p><u>Continuing Business</u> A. None.</p>	
<p><u>Public Hearing</u> A. <u>Ordinance No. 871</u> An Ordinance Of The City Of Wilsonville Amending The Comprehensive Plan Text And Areas Of Special Concern Map To Adopt Airport Good-Nighbor Policies And Designate The Aurora State Airport And Surrounding Properties As An Area Of Special Concern. B. <u>Ordinance No. 870</u> An Ordinance Of The City Of Wilsonville Adopting The Frog Pond East And South Master Plan And Related Comprehensive Plan Text And Map Amendments.</p>	<p>After a public hearing was conducted, Ordinance No. 871 was approved on first reading by a vote of 3-0. After a public hearing was conducted, Ordinance No. 870 was approved on first reading by a vote of 3-0.</p>
<p><u>City Manager’s Business</u></p>	<p>The City Manager reiterated the Tree Lighting event was amazing.</p>
<p><u>Legal Business</u></p>	<p>No report.</p>
<p>ADJOURN</p>	<p>8:21 p.m.</p>

City Council Meeting Action Minutes
December 19, 2022

City Council members present included:

Mayor Fitzgerald
Council President Akervall
Councilor Lehan
Councilor West
Councilor Linville

Dwight Brashear, Transit Director
Eric Loomis, Transit Operations Manager
Zach Weigel, City Engineer
Ryan Adams, Assistant City Attorney
Jeanna Troha, Assistant City Manager
Chris Neamtzu, Community Development Director
Matt Lorenzen, Economic Development Manager
Dan Carlson, Building Official
Miranda Bateschell, Planning Director
Dan Pauly, Planning Manager
Keith Katko, Finance Director
Katherine Smith, Assistant Finance Director
Bill Evans, Communications & Marketing Manager

Staff present included:

Bryan Cosgrove, City Manager
Amanda Guile-Hinman, City Attorney
Kimberly Veliz, City Recorder
Zoe Mombert, Assistant to the City Manager
Anne MacCracken, Transit Management Analyst

AGENDA ITEM	ACTIONS
WORK SESSION	
START: 5:01 p.m.	
A. Survey Results Childcare/Workforce Wilsonville	Staff shared the results of a recent survey to assess the childcare needs of local families and the impact of the current childcare environment on the local labor force.
B. SMART Annual Rider Survey Results	Staff shared details from SMART’s annual passenger survey, an internal tool used to improve service levels, satisfy reporting requirements, and inform future routes.
C. Canyon Creek / Boeckman Intersection Design Update	Staff shared approximate costs and alternatives under consideration to improve the Canyon Creek Road / Boeckman Road intersection in conjunction with the Boeckman Road Corridor Improvement Project. The Council agreed with staff’s recommendation to proceed with a roundabout at this intersection.
REGULAR MEETING	
<u>Mayor’s Business</u>	
A. Recognition of Outgoing Councilors Ben West and Charlotte Lehan	Councilors Ben West and Charlotte Lehan whom terms end December 31, 2022 were recognized appreciated for their service.
B. Transit Oriented Development Project	Council moved to approve Palindrome as the successful proposer for the Transit Oriented Development Project. Passed 5-0.

<p>B. <u>Resolution No. 3014</u> A Resolution Adopting The Canvass Of Votes Of The November 8, 2022 General Election.</p> <p>C. <u>Resolution No. 3026</u> A Resolution Of The City Of Wilsonville Authorizing South Metro Area Regional Transit (SMART) To A Renewal Of Goods And Services Contract With Optibus, Inc.</p> <p>D. Minutes of the December 5, 2022 City Council Meeting.</p>	
<p><u>New Business</u> A. None.</p>	
<p><u>Continuing Business</u> A. <u>Ordinance No. 870</u> An Ordinance Of The City Of Wilsonville Adopting The Frog Pond East And South Master Plan And Related Comprehensive Plan Text And Map Amendments.</p> <p>B. <u>Ordinance No. 871</u> An Ordinance Of The City Of Wilsonville Amending The Comprehensive Plan Text And Areas Of Special Concern Map To Adopt Airport Good-Neighbor Policies And Designate The Aurora State Airport And Surrounding Properties As An Area Of Special Concern.</p> <p>B.</p>	<p>Ordinance No. 870 was adopted on second reading by a vote of 5-0.</p> <p>Ordinance No. 871 was adopted on second reading by a vote of 5-0.</p>
<p><u>Public Hearing</u> A. <u>Resolution No. 3016</u> A Resolution Of The City Of Wilsonville Authorizing A Supplemental Budget Adjustment For Fiscal Year 2022-23.</p>	<p>After a public hearing was conducted, Resolution No. 3016 was adopted by a vote of 5-0.</p>
<p><u>City Manager's Business</u></p>	<p>The City Manager echoed the comments made by others about Councilors Lehan and West.</p>
<p><u>Legal Business</u></p>	<p>Council moved to file an amicus brief on Oregon Court of Appeals cases 179661, 179649 and 179634. Passed 5-0.</p>
<p>ADJOURN</p>	<p>8:50 p.m.</p>

City Council Meeting Action Minutes
January 5, 2023

COUNCILORS PRESENT

Mayor Fitzgerald
Council President Akervall
Councilor Linville
Councilor Berry
Councilor Dunwell

Jeanna Troha, Assistant City Manager
Amy Pepper, Engineering Manager
Ryan Adams, Assistant City Attorney
Fred Weinhouse, Municipal Court Judge
Zach Weigel, City Engineer
Cindy Luxhoj, Associate Planner
Bill Evans, Communications & Marketing Manager
Shasta Sasser, Library Director
Zoe Mombert, Assistant to the City Manager
Dan Pauly, Planning Manager

STAFF PRESENT

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

AGENDA ITEM	ACTIONS
WORK SESSION	START: 5:01 p.m.
A. Addendum to the Community Enhancement Grant Program Agreement between Metro and the City of Wilsonville to accept Community Investment Fees.	Council was informed of Resolution No. 3033, which amends the Community Enhancement Grant Program IGA between Metro and the City Of Wilsonville to accept Community Investment Fees.
B. Transportation Planning Training/Q&A	Consultants provided a training to Council on transportation planning.
C. Code Revisions Relating to Code Enforcement	Staff sought Council’s feedback on possible revisions to the Wilsonville City Code.
SWEARING IN CEREMONY	
A. Oath of Office	Oath of office administered by Judge Fred Weinhouse to newly elected Councilor Caroline Berry and Councilor Katie Dunwell.
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.

<p>A. <u>Resolution No. 3019</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement Contract Amendment With Otak, Inc. For Construction Engineering Services For The 5th Street / Kinsman Road Extension Project (Capital Improvement Project #1139, 2099, &4196).</p> <p>B. <u>Resolution No. 3029</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With Emery And Sons Construction Group, LLC For Construction Of The 2022 Street Maintenance Project (Capital Improvement Projects No. 4014, 4118, And 4717).</p> <p>C. <u>Resolution No. 3033</u> A Resolution Of The Wilsonville City Council Amending To The Community Enhancement Grant Program Intergovernmental Agreement Between Metro And The City Of Wilsonville To Accept Community Investment Fees.</p> <p>D. Diversity, Equity and Inclusion Cultural Calendar</p> <p>E. Minutes of the December 19, 2022 Council Meeting.</p>	
<p><u>New Business</u></p> <p>A. <u>Resolution No. 3028</u> A Resolution Of The City Of Wilsonville Approving The City Of Wilsonville Flag Policy.</p>	<p>Resolution No. 3028 was adopted 5-0.</p>
<p><u>Continuing Business</u></p> <p>A. None.</p>	
<p><u>Public Hearing</u></p> <p>A. <u>Ordinance No. 874</u> An Ordinance Of The City Of Wilsonville Amending Wilsonville Code Section 6.150, "Special Use Of Streets And Sidewalks And Large Special Events Signs And Street Banners."</p> <p>B. <u>Ordinance No. 872</u> An Ordinance of the City of Wilsonville Annexing Approximately 9.17 Acres of Property Located at</p>	<p>After a public hearing was conducted, Ordinance No. 874 was adopted on first reading by a vote of 5-0.</p> <p>After a public hearing was conducted, Ordinance No. 872 was adopted on first reading by a vote of 5-0.</p>

<p>9710 SW Day Road for Development of a Warehouse/Manufacturing Building and Associated Site Improvements.</p> <p>C. <u>Ordinance No. 873</u> An Ordinance of the City of Wilsonville Approving a Zone Map Amendment from the Washington County Future Development – 20 Acre (FD-10) Zone to the Planned Development Industrial – Regionally Significant Industrial Area (PDI-RSIA) Zone on Approximately 9.17 Acres Located at 9710 SW Day Road for Development of a Warehouse /Manufacturing Building and Associated Site Improvements.</p>	<p>After a public hearing was conducted, Ordinance No. 873 was approved on first reading by a vote of 5-0.</p>
<p><u>City Manager’s Business</u></p>	<p>The City Manager welcomed the new City Councilors.</p> <p>Council was reminded that they were scheduled to present at the upcoming Civics Academy.</p>
<p><u>Legal Business</u></p>	<p>Shared information on the survey to be released on the topic of prohibited camping.</p>
<p>URBAN RENEWAL AGENCY</p>	
<p><u>URA Consent Agenda</u></p> <p>A. <u>URA Resolution No. 341</u> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing The City Manager To Execute A Professional Services Agreement Contract Amendment With Otak, Inc. For Construction Engineering Services For The 5th Street / Kinsman Road Extension Project (Capital Improvement Project #1139, 2099, &4196).</p> <p>B. Minutes of the November 21, 2022 URA Meeting.</p>	<p>The URA Consent Agenda was approved 5-0.</p>
<p><u>New Business</u></p> <p>A. None.</p>	
<p><u>URA Public Hearing</u></p> <p>A. None.</p>	
<p>ADJOURN</p>	<p>8:29 p.m.</p>