

**DEVELOPMENT REVIEW BOARD MEETING  
SEPTEMBER 12, 2022  
6:30 PM**

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Board Member Communications:

5. Recent City Council Action Minutes

City Council Meeting Action Minutes  
August 1, 2022

**City Council members present included:**

Mayor Fitzgerald  
Council President Akervall  
Councilor Lehan  
Councilor West  
Councilor Linville

Jeanna Troha, Assistant City Manager  
Delora Kerber, Public Works Director  
Martin Montalvo, Public Works Ops. Manager  
Mark Ottenad, Public/Government Affairs Director  
Mike Nacrelli, Civil Engineer  
Cindy Luxhoj, Associate Planner  
Zach Weigel, City Engineer  
Martin Montalvo, Public Works Ops. Manager  
Zoe Mombert, Assistant to the City Manager  
Ryan Adams, Assistant City Attorney

**Staff present included:**

Amanda Guile-Hinman, City Attorney  
Kimberly Veliz, City Recorder

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	
	<b>START:</b> 5:05 p.m.
A. Public Works Complex Construction Contract	Council was informed of Resolution No. 2988, which authorizes the City Manager to execute a construction contract with Emerick Construction Company for construction of the Public Works Complex Project.
B. Waste Water Treatment Plant Master Plan	Staff shared tenets of a draft Wastewater Treatment Master Plan that accommodates the City’s projected 20-year growth, addresses seismic resiliency and identifies assets to be upgraded and/or replaced.
C. 2023 League of Oregon Cities Legislative Priorities Ballot	The City’s lobbyist sought the Council’s direction to finalize the legislative priorities to be listed on the League of Oregon Cities’ (LOC) legislative priority ballot.
<b>REGULAR MEETING</b>	
<u>Mayor’s Business</u>	
A. July 30, 2022 Curtailment Event	Staff explained the water pump failure at the Willamette River Water Treatment Plant (WRWTP) and the subsequent Water Curtailment Notice for the cities of Wilsonville and Sherwood.
B. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.

<p><u>Communications</u></p> <p>A. Tourism Promotion Committee Marketing</p>	<p>City Council heard highlights about the City’s current promotional activities displayed on ExploreWilsonville.com, which are designed to attract visitors for overnight lodging.</p>
<p><u>Consent Agenda</u></p> <p>A. <b><u>Resolution No. 2988</u></b>  Authorizing the City Manager to execute a construction contract with Emerick Construction Company for construction of the Public Works Complex Project (Capital Improvement Project #8113).</p> <p>B. <b><u>Resolution No. 2991</u></b>  A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute The Second Amendment To Construction Contract With Moore Excavation, Inc. For The 5th Street / Kinsman Road Extension Project.</p> <p>C. Minutes of the July 18, 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. <b><u>Ordinance No. 865</u></b>  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>After a public hearing was conducted, Ordinance No. 865 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>

<b>URBAN RENEWAL AGENCY</b>	
<u>URA Consent Agenda</u> A. <b><u>URA Resolution No. 327</u></b> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing The City Manager To Execute The Second Amendment To Construction Contract With Moore Excavation, Inc. For The 5th Street / Kinsman Road Extension Project.  B. Minutes of the June 20, 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.	
<b>EXECUTIVE SESSION</b>	Pursuant to ORS 192.660(2)(h) Legal Counsel/Litigation
<b>ADJOURN</b>	9:01 p.m.

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
<b>WORK SESSION</b>	<b>START: 5:04 p.m.</b>
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.
<b>REGULAR MEETING</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.
<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. <b>Resolution No. 2990</b>  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. <b>Resolution No. 2992</b>  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. <b>Ordinance No. 865</b>  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.
<b>EXECUTIVE SESSION</b>	Pursuant to ORS 192.660(2)(h) Legal Counsel /Litigation
<b>ADJOURN</b>	8:18 p.m.