

**CITY OF WILSONVILLE**  
**CITY COUNCIL MEETING MINUTES**

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A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:00 p.m. on Thursday, January 4, 2018. Mayor Knapp called the meeting to order at 7:13 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

- Mayor Knapp
- Council President Starr
- Councilor Stevens
- Councilor Lehan
- Councilor Akervall

Staff present included:

- Bryan Cosgrove, City Manager
- Jeanna Troha, Assistant City Manager
- Barbara Jacobson, City Attorney
- Kimberly Veliz, City Recorder
- Daniel Pauly, Senior Planner, Planning
- Nancy Kraushaar, Community Development Director
- Susan Cole, Finance Director
- Mark Ottenad, Public/Government Affairs Director
- Angela Handran, Assistant to the City Manager
- Kimberly Rybold, Associate Planner
- Mike McCarty, Parks and Recreation Director
- Chris Neamtzu, Planning Director
- Keith Katko, Finance Operations Manager
- Eric Mende, Engineering Manager

Motion to approve the order of the agenda.

**Motion:** Councilor Starr moved to approve the order of the agenda. Councilor Stevens seconded the motion.

**Vote:** Motion carried 5-0.

**SUMMARY OF VOTES**

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor Akervall	Yes

**COMMUNICATIONS**

A. Comprehensive Annual Financial Report (Merina & Company, LLP.)

**CITY OF WILSONVILLE**  
**CITY COUNCIL MEETING MINUTES**

---

Finance Director Susan Cole introduced Auditor Tonya Moffitt, CPA from Merina & Company, LLP. Ms. Moffitt presented on the annual audit of the City's 2016-17 Comprehensive Annual Financial Report. Ms. Moffitt reported that the City received a favorable audit with an unmodified or clean opinion. Ms. Moffitt added that the Finance department produces high quality work and Wilsonville's Comprehensive Annual Financial Report is beyond anything that is required of the City.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS**

This is an opportunity for visitors to address the City Council on items not on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the City Council will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

Adam Hill of Wilsonville opposes the plans for Villebois Parks 7 and 8, mentioned in work session. Mr. Hill shared with Council that there are two sides to every story. Mr. Hill added that he felt Council was not hearing the concerns and desires of neighbors of Villebois Parks 7 and 8. Mr. Hill commented that staff members were not as invested in the project as those that live across the street from the parks. In closing, Mr. Hill hoped that Council would look back on those records and rethink the plans for Villebois Parks 7 and 8.

Royden Saffores of Wilsonville, reintegrate that neighbors of Villebois Parks 7 and 8 are not opposed to the park, but the type of park planned for that area. Mr. Saffores mentioned that he and neighbors were unaware of what was planned for the space, which will contain Villebois Parks 7 and 8. He opposes the usage types that are planned for Villebois Parks 7 and 8. Mr. Saffores prefers that the park consist of natural space where people can observe wildlife, instead of sports fields.

Mayor Knapp asked if there were any other speakers hearing none he asked if Council wanted to provide feedback to comments received.

Councilor Lehan addressed the speakers. Ms. Lehan began by summarizing her background in government as an elective official. Ms. Lehan divulged that she was a primary driver for the efforts to create the Wilsonville tracks, which is now Graham Oaks. Ms. Lehan also revealed her stance and involvement in wetland issues. Ms. Lehan explained that there is always push and pull on wildlife habitat issues and development. She pointed out that the parks system is a community project that many citizens participated in and provided input over the years. Ms. Lehan added that Council and staff do their best to maintain a balance between wildlife habitats and developments.

Mayor Knapp pointed out that the planning of the parks has occurred for some time and the plans have evolved overtime. Mayor Knapp acknowledged that not everyone will have the same view and it is important for Council to recognize the entire community when making decisions. Mayor Knapp confirmed that Council is aware of the previous debates that have been made regarding Villebois Parks 7 and 8. However, there was a decision made and Council does not turn over outcomes because of dissatisfaction, no matter what decision was made.

Mayor Knapp stated the City will not be taking action on item at this time.

**CITY OF WILSONVILLE  
CITY COUNCIL MEETING MINUTES**

---

**MAYOR'S BUSINESS**

A. **Tourism Promotion Committee Appointment**

Appoint Dave Pearson, Executive Director of World of Speed, to the Tourism Promotion Committee, Position No. 1, with term ending June 30, 2019. (Ottenad)

**Motion:** Councilor Lehan moved to ratify the appointment of Dave Pearson to the Tourism Promotion Committee, Position No. 1, with term ending June 30, 2019. Councilor Starr seconded the motion.

**Vote:** Motion carried 5-0.

**SUMMARY OF VOTES**

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor Akervall	Yes

B. Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.

**COUNCILOR COMMENTS**

A. Council President Starr

Council President Starr reminded the audience of the following upcoming events:

Annual Cub Scout Tree Recycling Event to take place Saturday, January 6, 2018 at City Hall in the parking lot.

City Hall will be closed in observance of Martin Luther King Jr. Day on Monday, January 15, 2018. The Council meeting that week has been rescheduled for Thursday, January 18, 2018.

B. Councilor Stevens

Councilor Stevens told those present that public comment for the Boones Ferry Park Concept Plans has been extended to Monday, January 15, 2018. Ms. Stevens encouraged all to submit comments to staff.

C. Councilor Lehan

Councilor Lehan shared that the deadline for the Community Enhancement Project nominations is at the end of the month (January 31, 2018). She added anyone interested in applying for the grant should call City Hall and speak to Angela Handran (Assistant to the City Manager).

**CITY OF WILSONVILLE  
CITY COUNCIL MEETING MINUTES**

---

Ms. Lehan added that the Daddy Daughter Dance will take place March 2, 2018 7-9 p.m., at the Community Center.

D. Councilor Akervall

Councilor Akervall noted that following:

January 17, 2018 there is an Urban Renewal Open House About 'Boeckman Dip' Bridge, 5-7 p.m., at City Hall.

Mentioned that the library is currently under renovations. Reminded patrons of the library to visit the City's website to ensure the location of library events, as some of the events will temporarily be taking place in other City facilities.

Shared that Boones Ferry Primary will be holding a free immunization clinic on January 10, 2018 from 4 p.m. to 6:30 p.m. The vaccines are available free of charge to children with no health insurance, or children with insurance that does not cover the cost of immunizations.

**CONSENT AGENDA**

Ms. Jacobson read the titles of the Consent Agenda items into the record.

A. Minutes of the, December 18, 2017 Council Meeting.

**Motion:** Councilor Starr moved to approve the Consent Agenda. Councilor Lehan seconded the motion.

**Vote:** Motion carried 5-0.

**SUMMARY OF VOTES**

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor Akervall	Yes

**PUBLIC HEARING**

- A. **Ordinance No. 811** – 1<sup>st</sup> Reading  
An Ordinance Of The City Of Wilsonville Annexing SW Garden Acres Road, SW Cahalin Road And SW Clutter Street Right-Of-Way Into The City Limits Of The City Of Wilsonville, Oregon. The Territory Is More Particularly Described As The Right-Of-Way Of SW Garden Acres Road Extending From SW Day Road To The Clackamas County Line, The Right-Of-Way Of SW Clutter Street Extending From SW Grahams Ferry Road To SW Garden Acres Road, And The Right-Of-Way Of Unimproved SW Cahalin Road From SW Grahams Ferry Road To SW Garden Acres Road, Sections 2

**CITY OF WILSONVILLE**  
**CITY COUNCIL MEETING MINUTES**

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And 3, T3S, R1W, Willamette Meridian, Washington County, Oregon. Washington County, Oregon – Owner. City Of Wilsonville – Applicant.

Ms. Jacobson read the title of Ordinance No. 811 into the record on first reading.

Mayor Knapp provided the public hearing format and opened the public hearing at 8:00 p.m.

The Mayor invited public testimony seeing none he closed the public hearing at 8:05 p.m.

Staff member Eric Mende, Engineering Manager was present as the City of Wilsonville's ("the petitioner's") representative.

Kimberly Rybold, Associate Planner, prepared the staff report. Ms. Rybold announced that as required by statute the criteria applicable to this application is stated on page 2 of the staff report, which has been entered into the record as Exhibit A, Attachment 3 of Ordinance No. 811. Ms. Rybold continued to present the following background:

The proposed annexation is adjacent to the northwest portion of Wilsonville in unincorporated Washington County, and includes the right-of-way of Garden Acres road from Day Road to Washington County line, Clutter Street from Grahams Ferry to Garden Acres, and unimproved Cahalin Road from Grahams Ferry to Garden Acres Road.

The annexation request consists of approximately 4.9 acres of right-of-way that is located within the Coffee Creek Industrial Area and Urban Renewal Area. Annexation of this right-of-way represents the first step in beginning planned urban-level roadway improvements within Coffee Creek. Upon annexation, roadway authority will be transferred from Washington County to the City of Wilsonville.

The annexation follows all applicable regional and state rules and statutes, including that the petitioner is the City of Wilsonville with the written consent of Washington County, the subject area is within the urban growth boundary, and includes the minimum area needed to begin urban-level roadway improvements.

Based on this information and the findings provided in the staff report, staff recommends approval of annexation request with no additional conditions.

Mr. Mende noted that on the index for the annexation Ordinance No. 811, Council Exhibit A, Attachment 2 is titled "Petition and Land Owner Signature." However, the document only contains City Manager Cosgrove's signature, as the petitioner. Mr. Mende additionally mentioned that at the Thursday, January 18 Council meeting staff will bring two resolutions; 1) requesting Washington County to transfer jurisdiction and 2) condemnation.

**Motion:** Councilor Lehan moved to approve Ordinance No. 811 on first reading. Councilor Starr seconded the motion.

**Vote:** Motion carried 5-0.

**CITY OF WILSONVILLE  
CITY COUNCIL MEETING MINUTES**

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**CITY MANAGER'S BUSINESS**

City Manager Cosgrove started by wishing Council a happy New Year.

A. Draft Joint Letter with Clackamas County

City Manager Cosgrove requested that Council return to staff any proposed edits, questions, comments and/or concerns, regarding the joint letter discussed in work session, to staff by Wednesday or Thursday of the following week.

B. RRFB

City Manager Cosgrove along with Community Development Director Kraushaar updated Council that the installation of any new or replacement rectangular rapid flashing beacons (RRFB) by any highway agency, has been prohibited by the Federal Government. Staff will research this topic further.

**LEGAL BUSINESS**

City Attorney Jacobson reported on the following items:

A. Kinder Morgan

Shared that Kinder Morgan will be coming to the area to meet with Wilsonville, Tigard, Beaverton, Hillsboro, Sherwood and TVWD to discuss the shut off valves near the Water Treatment Plant.

B. Legal Memo for the Year

Provided an overview on the legal memo that was provide to Council earlier in the evening. City Attorney informed Council that the first part of the legal memo is confidential attorney client communications and the second part is a list of contracts done in 2017. Ms. Jacobson encouraged Council to contact her if they have any questions regarding the legal memo.

In closing City Attorney Jacobson wished Council a happy New Year.

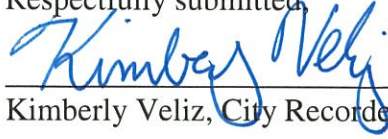
**ADJOURN**

Mayor Knapp adjourned the meeting at 8:13 p.m.

**CITY OF WILSONVILLE  
CITY COUNCIL MEETING MINUTES**

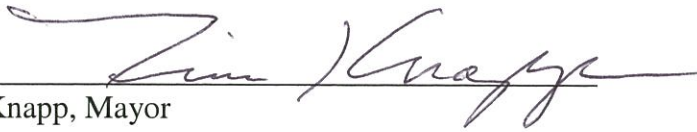
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Respectfully submitted,

  
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Kimberly Veliz, City Recorder

ATTEST:

  
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Tim Knapp, Mayor