

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

---

A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:00 p.m. on Monday, June 17, 2019. Mayor Knapp called the meeting to order at 7:07 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

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

Staff present included:

- Bryan Cosgrove, City Manager
- Barbara Jacobson, City Attorney
- Kimberly Veliz, City Recorder
- Chris Neamtzu, Community Development Director
- Cathy Rodocker, Finance Director
- Mark Ottenad, Public/Government Affairs Director
- Keith Katko, Assistant Finance Director
- Dwight Brashear, SMART Director
- Amanda Guile-Hinman, Assistant City Attorney
- Patty Nelson, City Engineer
- Bill Evans, Communications & Marketing Manager
- Zach Weigel, Capital Projects Engineering Manager
- Elli Work, Grants & Program Manager
- Andrea Villagrana, Human Resources Manager
- Cindy Luxhoj, Associate Planner
- Dan Pauly, Planning Manager
- Zoe Monahan, Assistant to the City Manager

Motion to approve the order of the agenda.

**Motion:** Councilor Lehan moved to approve the order of the agenda. Councilor Akervall seconded the motion.

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

**SUMMARY OF VOTES**

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

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

---

**COMMUNICATIONS**

A. Wilsonville Community Sharing

Assistant Finance Director Keith Katko introduced Wilsonville Community Sharing Board of Directors member Tammy Puppo. Ms. Puppo appreciated Council's support of Wilsonville Community Sharing. Ms. Puppo updated Council on how the City of Wilsonville's grant funding helps Wilsonville residents in need with assistance with items such as rent, food, prescriptions and utility bills.

Council appreciated Wilsonville Community Sharing for fulfilling the need of residents.

City Manager Cosgrove introduced Ms. Puppo to the City's Communications & Marketing Manager Bill Evans. Mr. Cosgrove offered Mr. Evans' assistance with promotions of Wilsonville Community Sharing.

**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.

Jami Arbon, Wilsonville resident supports allowing marijuana facilities in the City of Wilsonville.

Scott Starr, former Wilsonville City Councilor honored and thanked Ms. Stevens for her commendable years of serving as a City Councilor.

Mayor Knapp informed the audience that this is Councilor Stevens last meeting and encouraged the audience to apply for the vacancy.

**MAYOR'S BUSINESS**

A. Citizens Academy Graduation

Zoe Monahan, Assistant to the City Manager presented a Prezi on the current Citizens Academy program. Ms. Monahan noted there were 25 participants in the program that attended six classes and two field trips, which included Coffee Creek Correctional Facility and the State Capitol.

Mayor and Council appreciated the Citizens Academy members on completing the academy.

Mayor Knapp presented each of the participants with a street sign with their last names on the sign. Followed by photos of the City Council and graduates.

**CITY OF WILSONVILLE  
CITY COUNCIL MEETING MINUTES**

---

B. Electric Bus Art Student’s Day Proclamation

Elli Work, Grants & Program Manager for SMART informed Council about the students who helped design the art for electric buses. Staff requested a proclamation to honor those students who created the artwork for the electric buses. Staff will provide proclamations for each of the students at the June 26, 2019 event at SMART Central on Boberg Road.

Mayor Knapp then read the proclamation into the record and presented the proclamation to Ms. Work.

C. City Manager’s Contract Renewal

Mayor Knapp recommended that City Manager Cosgrove’s contract be renewed for another 2-year period.

Mayor Knapp shared that Mr. Cosgrove has been employed with the City almost 9 years. Mayor Knapp shared that the process for offering the contract renewal included the Mayor and Council President conducting a review with Mr. Cosgrove. Additionally, Council was invited to partake in a survey to provide input on Mr. Cosgrove’s work with the City.

Council thanked and appreciated Mr. Cosgrove for the practical calm approach that he brings to all his work.

Mr. Cosgrove in returned thanked Council and staff. Mr. Cosgrove credited a lot of the success of the City to his predecessor the late Arlene Loble.

**Motion:** Councilor Akervall moved to approve the extension of Mr. Cosgrove contract as City Manager from June 19, 2019 to June 19, 2021 as outlined in the employment agreement with the base compensation of One Hundred Seventy-Eight Thousand Eight Hundred Eighty Dollars (\$178,880) for the year June 20, 2019 through June 19, 2020 and One Hundred Eight-Five Thousand One Hundred Forty-One Dollars (\$185,141) for the year beginning June 20, 2020 through June 19, 2021. Councilor Stevens seconded the motion.

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

**SUMMARY OF VOTES**

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

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

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

---

**COUNCILOR COMMENTS**

A. Council President Akervall

Took a moment to celebrate the graduates from Citizens Academy, and the many other graduations and promotions. Furthermore, Ms. Akervall expressed how proud she is of all the students on their achievements at every level of promotion and/or graduation.

Announced the following events:

- Mother and Son Night Out at Memorial Park on June 21, 2019 from 6:00 p.m. to 8 p.m.
- Next Thursday the summer children's programs start at the Library.

Lastly, Council Akervall conveyed her immense appreciation for all of Councilor Stevens' accomplishments while on Council. Councilor Akervall told Ms. Stevens that she possesses a positive attitude that radiates out and that she has a practicality, which is incredibly useful in the role of a City Councilor.

B. Councilor Stevens

*Councilor Stevens comments were saved for the end of Council Comments.*

Councilor Stevens explained that she wants to travel the world as much as she can when she can. She remarked that she would miss everyone on the Council and at the City. Ms. Stevens disclosed it is the relationships she values the most. She plans to wander around the world, but she plans to return to Wilsonville because it is her home. She thanked all for their kind words.

C. Councilor Lehan

Ms. Lehan publicized the below event:

- McMenamins History Pub on June 25, 2019, the topic will be on the Tillamook Burn, doors open at 5:00 p.m.

Councilor Lehan thanked Councilor Stevens for her service and wished her well on her travels. She shared that it took her 10 years to convince Ms. Stevens to run for Council. Moreover, she mentioned that Ms. Stevens had many excuses for why she could not be on Council. Ms. Lehan said that Ms. Stevens was brilliant from the first day she was on Council.

D. Councilor West

Mr. West stated two boys from Villebois contacted him about their dream of having a mountain bike facility park located in Wilsonville. Mr. West remarked the boys, Jackson and Boomer Pippert, who are brothers, presented a PowerPoint to him. He spoke to the Pippert brothers about the process to get such a facility built and referred them to the Parks and Recreation Board.

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

---

Mr. West divulged that he was invited to the Children of the Revolution. The participants of the Children of the Revolution have ancestors that were involved in the Revolutionary War. The group promotes community services, activism and patriotism.

Also, mentioned by Mr. West was the 50 anniversary of the Stonewall riots, which occurred in June 1969 in Greenwich Village, New York. Mr. West revealed it was a reflective moment for his family to participate in Pride events over the weekend.

Councilor West said he just celebrated his sixth Father's Day.

In closing, Councilor West thanked Councilor Stevens for making him feel welcomed on Council and for extending her friendship.

Mayor Knapp called for Councilor Stevens comments. Before she spoke, Mayor Knapp seconded the comments made from Council about Councilor Stevens. He wished her an enjoyable next phase of her life and welcomed her to return to Council once she has completed her travels.

*Councilor Stevens then provided her comments to the audience.*

**CONSENT AGENDA**

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

**A. Resolution No. 2754**

A Resolution Of The City Of Wilsonville Authorizing Support Grant Agreement With Wilsonville Community Sharing.

**B. Resolution No. 2755**

A Resolution Of The City Of Wilsonville For Adoption Of The City Of Wilsonville Addendum To The Clackamas County Multi-Jurisdictional Natural Hazard Mitigation Plan.

**C. Resolution No. 2756**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute The Tri-County Metropolitan Transportation District Of Oregon (TriMet) Subrecipient Agreement.

**D. Resolution No. 2757**

A Resolution Of The City Of Wilsonville Acting In Its Capacity As The Local Contract Review Board Authorizing The City Manager To Execute A Construction Contract With Moore Excavation, Inc. For Construction Of Garden Acres Road And PLM\_1.2 Water Transmission Line Project.

**Motion:** Councilor Lehan moved to approve the Consent Agenda as read. Councilor West seconded the motion.

**CITY OF WILSONVILLE  
CITY COUNCIL MEETING MINUTES**

---

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

**SUMMARY OF VOTES**

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

**PUBLIC HEARING**

**A. Resolution No. 2753**

A Resolution Authorizing A Supplemental Budget Adjustment For Fiscal Year 2018-19.

Ms. Jacobson read the title of Resolution No. 2753 into the record.

No Councilor declared a conflict of interest, bias, or conclusion from information gained outside the hearing. No member of the audience challenged any of the Councilor’s participation.

Mayor Knapp provided the public hearing format and opened the public hearing at 8:14 p.m.

Finance Director Rodocker presented the staff report.

The Mayor invited public testimony, seeing none he closed the public hearing at 8:16 p.m.

**Motion:** Councilor Stevens moved to approve Resolution No. 2753. Councilor Lehan seconded the motion.

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

**SUMMARY OF VOTES**

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

**B. Ordinance No. 816 – 1<sup>st</sup> Reading**

An Ordinance Of The City Of Wilsonville Repealing And Replacing Wilsonville Code Chapter 11 – Fees.

Ms. Jacobson read the title of Ordinance No. 816 into the record on first reading.

No Councilor declared a conflict of interest, bias, or conclusion from information gained outside the hearing. No member of the audience challenged any of the Councilor’s participation.

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

---

Mayor Knapp provided the public hearing format and opened the public hearing at 8:17 p.m.

Amanda Guile-Hinman, Assistant City Attorney along with Patty Nelson, City Engineer and Cathy Rodocker, Finance Director presented a brief PowerPoint titled, *Wilsonville Code Chapter 11 Revisions* which included the below information:

**Background**

- ORS 223.297-223.314 provide framework for SDCs.
- Chapter 11 last amended in 1994.
- New Model SDC Code from League of Oregon Cities.

**Overview of Revisions**

- Renumbered the Sections
  - Put SDC Section first
- Deleted Outdated Sections
  - Boundary Commission
  - Waiver of Fees
- Clarified Information in Sections
  - City Lien Section updated for accuracy
- Updated SDC Provisions
  - When SDCs are calculated and collected
  - Clarified credits provisions
  - Codified policy on ADUs

**Next Steps**

- June 17, 2019 Council Meeting – Public Hearing
- July 1, 2019 Council Meeting – Second Reading
- Effective date will be September 3, 2019

City Attorney Jacobson added for the record there use to be a section in the System Development Charges (SDC) ordinance that talked about an SDC deferral and/or installment program. Since, that is an issue Council desires to review and develop more the ordinance has been changed. The language in 11.080(6) now reads as follows:

- (6) Deferral and/or City Financing of System Development Charges. The Council, by resolution, may establish a program for the deferral and/or financing of system development charges by the City consistent with good business practices, Oregon law, and the goal of promoting economic development.

Council noted they received a detailed letter from the Home Builders Association (HBA). Staff reported they responded to the letter from HBA. Additionally, HBA will be setting up a meeting with staff to further discuss the deferral and/or financing programs.

**CITY OF WILSONVILLE  
CITY COUNCIL MEETING MINUTES**

---

Staff explained that SDC credits have to be used within ten years. However, there are extreme circumstances where a development might never redevelop or if it does, it is not going to be within the ten years. Therefore, staff has requested there be language included to allow for extreme circumstances that are not the norm. The decision on the extreme circumstances cases are at the sole discretion of the City Manager, except for any refund checks that are going to be over the hundred thousand dollar threshold; those refunds would have to be approved by Council.

The current Wilsonville Code (W.C.) does not specifically say when SDCs are calculated. The change proposed to W.C. Chapter 11 would codify the current City policy, which in a sense freezes the date when the building permit application is deemed complete.

The Mayor invited public testimony, seeing none he closed the public hearing at 8:29 p.m.

**Motion:** Councilor Stevens moved to approve Ordinance No. 816 on first reading. Councilor Akervall seconded the motion.

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

**SUMMARY OF VOTES**

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

**CONTINUING BUSINESS**

A. **Ordinance No. 836** – 2<sup>nd</sup> Reading

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Residential Agricultural Holding (RA-H) Zone To The Planned Development Industrial (PDI) Zone With Special Considerations For Screening And Buffering From The Adjacent Existing Residential Use On Approximately 6.16 Acres Comprising Tax Lots 300 And 500 Of Section 14A, T3S, R1W, Clackamas County, Oregon, Nicoli Pacific, LLC, Applicant/Owner.

Ms. Jacobson read the title of Ordinance No. 836 into the record for second reading. Furthermore, advised the Council there has been no additional input since first reading.

**Motion:** Councilor Lehan moved to adopt Ordinance No. 836 on second reading. Councilor West seconded the motion.

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



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

---

**SUMMARY OF VOTES**

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

**CITY MANAGER'S BUSINESS**

Mr. Cosgrove announced he attended the Eye Health NW ribbon cutting.

In closing, Mr. Cosgrove expressed appreciation to Councilor Stevens for everything she has done for the City.

**LEGAL BUSINESS**

City Attorney Jacobson bestowed well wishes to Councilor Stevens.

**ADJOURN**

Mayor Knapp adjourned the meeting at 8:36 p.m.

Respectfully submitted,

DocuSigned by:  
*Kimberly Veliz*  
E781DE10276B498...  
\_\_\_\_\_  
Kimberly Veliz, City Recorder

ATTEST:

DocuSigned by:  
*Tim Knapp*  
C2B8898B3949461...  
\_\_\_\_\_  
Tim Knapp, Mayor