



# PLANNING COMMISSION

## WEDNESDAY, JULY 14, 2021

### IV. INFORMATIONAL

- A. City Council Action Minutes (June 7 & 21, 2021) *(No staff presentation)*

City Council Meeting Action Minutes  
June 7, 2021

**City Council members present included:**

Mayor Fitzgerald  
Council President Akervall  
Councilor Lehan  
Councilor West  
Councilor Linville

Kimberly Veliz, City Recorder  
Jeanna Troha, Assistant City Manager  
Beth Wolf, Senior Systems Analyst  
Cathy Rodocker, Finance Director  
Keith Katko, Assistant Finance Director  
Andy Stone, IT Director  
Jordan Vance, Economic Development Manager  
Dan Pauly, Planning Manager  
Zach Weigel, Capital Projects Engineering Manager

**Staff present included:**

Bryan Cosgrove, City Manager  
Barbara Jacobson, City Attorney

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	
<b>START: 5:00 p.m.</b>	
A. City Council Goals	Council discussed the goals brought forth in the retreat.
B. Middle Housing in Wilsonville Project	Staff and Council reviewed the draft Code and policy changes for the Middle Housing in Wilsonville project.
C. Twist Bioscience WIN Zone Development Agreement	Staff presented on URA Resolution No. 315, which authorizes a development agreement establishing the conditions of the Wilsonville Investment Now (WIN) program benefits with the Twist Bioscience Corporation.
D. Boeckman Dip Bridge Finance Plan	Due to time constraints this item was moved to the Communications portion of the Council meeting.
<b>REGULAR MEETING</b>	
<u>Mayor's Business</u>	
A. Juneteenth Proclamation	The Mayor read a proclamation declaring the 19 <sup>th</sup> day of June 2021 as "Celebration of Juneteenth in Wilsonville".
B. Appointments / Reappointments	<b><u>DRB Panel B - Appointment</u></b> Appointment of Katherine Dunwell to the Development Review Board Panel B for a term beginning 7/1/2021 to 12/31/2022. Passed 5-0.

<p>C. Upcoming Meetings</p>	<p><b><u>Library Board - Appointment</u></b> Appointment of Joseph Mallet to the Library Board for a term beginning 7/1/2021 to 6/30/2025. Passed 5-0.</p> <p><b><u>Tourism Promotion Committee - Reappointment</u></b> Reappointments of Brian Everest and Lizabeth Price to the Tourism Promotion Committee for a term beginning 7/1/2021 to 6/30/2024. Passed 5-0.</p> <p><b><u>Tourism Promotion Committee – Appointment – Unexpired Term</u></b> Appointment of Elaine Owen to the Tourism Promotion Committee, Position 3 for a term beginning 7/1/2021 to 6/30/2023. Passed 5-0.</p> <p><b><u>Tourism Promotion Committee - Appointment</u></b> Appointment of Jennifer Gage to the Tourism Promotion Committee, Position 5 for a term beginning 7/1/2021 to 6/30/2024. Passed 5-0.</p> <p><b><u>Wilsonville-Metro Community Enhancement Committee - Reappointment</u></b> Reappointments of Amy Day and Jordan Snyder to the Wilsonville-Metro Community Enhancement Committee for a term beginning 7/1/2021 to 6/30/2024. Passed 5-0.</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></p> <p>A. Wilsonville Community Sharing</p> <p>B. Boeckman Dip Bridge Finance Plan</p>	<p>Wilsonville Community Sharing updated Council on how City’s grant funding helps Wilsonville residents in need.</p> <p>Staff provided a proposed financing plan for the Boeckman Dip Bridge project.</p>
<p><b><u>Consent Agenda</u></b></p> <p>A. <b><u>Resolution No. 2900</u></b> A Resolution Of The City Of Wilsonville Authorizing Support Grant Agreement With Wilsonville Community Sharing.</p> <p>B. Minutes of the May 17, 2021 City Council Meeting.</p>	<p>The Consent Agenda was approved 5-0.</p>

<p><u>New Business</u></p> <p>A. City Council Goals</p>	<p>Council Goals were held over for the June 21, 2021 City Council meeting.</p>
<p><u>Continuing Business</u></p> <p>A. <b><u>Ordinance No. 847</u></b>  An Ordinance Of The City Of Wilsonville Approving A Comprehensive Plan Map Amendment From Residential 0-1 Dwelling Units Per Acre To Residential 4-5 Dwelling Units Per Acre On Approximately 2.25 Acres Located At 28700 SW Canyon Creek Road South; The Land Is More Particularly Described As Tax Lot 6400, Section 13BD, Township 3 South, Range 1 West, Willamette Meridian, City Of Wilsonville, Clackamas County, Oregon. Scott Miller, Samm-Miller, LLC – Applicant For William Z. Spring – Owner.</p> <p>B. <b><u>Ordinance No. 848</u></b>  An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Residential Agriculture-Holding (RA-H) Zone To The Planned Development Residential-3 (PDR-3) Zone On Approximately 2.25 Acres Located At 28700 SW Canyon Creek Road South; The Land Is More Particularly Described As Tax Lot 6400, Section 13BD, Township 3 South, Range 1 West, Willamette Meridian, City Of Wilsonville, Clackamas County, Oregon. Scott Miller, Samm-Miller, LLC – Applicant For William Z. Spring – Owner.</p>	<p>Ordinance No. 847 was adopted on second reading by a vote of 5-0.</p> <p>Ordinance No. 848 was adopted on second reading by a vote of 5-0.</p>
<p><u>Public Hearing</u></p> <p>A. <b><u>Resolution No. 2901</u></b>  A Resolution Declaring The City’s Eligibility To Receive State Shared Revenues.</p> <p>B. <b><u>Resolution No. 2902</u></b>  A Resolution Declaring The City’s Election To Receive State Shared Revenues.</p> <p>C. <b><u>Resolution No. 2903</u></b>  A Resolution Of The City Of Wilsonville Adopting The Budget, Making Appropriations, Declaring The Ad Valorem Tax Levy, And Classifying The Levy As Provided By ORS 310.060(2) For Fiscal Year 2021-22.</p> <p>D. <b><u>Resolution No. 2904</u></b></p>	<p>After a public hearing was conducted, Resolution No. 2901 was approved 5-0.</p> <p>After a public hearing was conducted, Resolution No. 2901 was approved 5-0.</p> <p>After a public hearing was conducted, Resolution No. 2901 was approved 5-0.</p>

A Resolution Authorizing A Supplemental Budget Adjustment For Fiscal Year 2020-21.	After a public hearing was conducted, Resolution No. 2901 was approved 5-0.
<u>City Manager's Business</u>	Council authorized staff to waive the final year of lease payments owed to the City by the West Linn-Wilsonville School District.
<u>Legal Business</u>	Read a brief statement about the quasi-judicial/land use appeal process for Ordinance Nos. 847 and 848.
<b>URBAN RENEWAL AGENCY</b>	
<u>URA Consent Agenda</u> A. Minutes of the March 15, 2021 URA Meeting.	The URA Consent Agenda was approved 5-0.
<u>New Business</u> A. <b><u>URA Resolution No. 315</u></b> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing A Development Agreement Establishing The Conditions Of The Wilsonville Investment Now (WIN) Program Benefits Between The Urban Renewal Agency Of The City Of Wilsonville And Twist Bioscience Corporation.	URA Resolution No. 315 was approved 5-0.
<u>Continuing Business</u>	None.
<u>URA Public Hearing</u> A. <b><u>URA Resolution No. 317</u></b> A Resolution Of The Urban Renewal Agency Of The City Of Wilsonville Adopting The Budget, Making Appropriations, And Declaring The Intent To Collect Tax Increment For Fiscal Year 2021-22.	After a public hearing was conducted, URA Resolution No. 317 was approved 5-0.
<b>ADJOURN</b>	9:17 p.m.

City Council Meeting Action Minutes  
June 21, 2021

**City Council members present included:**

Mayor Fitzgerald  
Council President Akervall  
Councilor Lehan  
Councilor West  
Councilor Linville

Beth Wolf, Senior Systems Analyst  
Andrea Villagrana, Human Resource Manager  
Kim Rybold, Senior Planner  
Chris Neamtzu, Community Development Director  
Philip Bradford, Associate Planner  
Cindy Luxhoj, Associate Planner  
Jordan Vance, Economic and Development Manager  
Andy Stone, IT Director  
Dan Pauly, Planning Manager

**Staff present included:**

Bryan Cosgrove, City Manager  
Barbara Jacobson, 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. Town Center Streetscape Plan	The project team provided an update on the Town Center Streetscape project and shared proposed street design elements included within the first draft of the Streetscape Plan.
B. Amending the City’s Fee Schedule for Wireless Communication Facilities	Staff informed Council of Resolution No. 2905, which approves an amendment to the City’s fee schedule adding a wireless communication facilities section.
C. Presentation by Bird Scooters	A representative from Bird provided an overview of how the system works.
D. Twist Bioscience Wilsonville Investment Now Zone URA Implementation	Council heard a presentation on URA Resolution No. 318, which authorizes staff to take necessary steps to create a single-property Urban Renewal Area for economic development purposes to be called the Twist Bioscience WIN Zone.
<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.

<p>B. Wilsonville-Metro Community Enhancement Committee Appointments</p> <p>C. Council Goals</p>	<p><b><u>Wilsonville-Metro Community Enhancement Committee - Appointment</u></b>  Appointments of Natasha Hancock and Sageera Oravil Abdulla Koya to the Wilsonville-Metro Community Enhancement Committee for a term beginning 7/1/2021 to 6/30/2023. Passed 5-0.</p> <p>Council made a motion to approve the 2021 – 2023 City Council Goals. Passed 5-0.</p>
<p><u>Communications</u></p> <p>A. Patriotic Employer Award.</p>	<p>The Employer Support of the Guard and Reserve (ESGR) representatives presented City Manager and City Attorney with the Patriot Award.</p>
<p><u>Consent Agenda</u></p> <p>A. Minutes of the May 26, 2021 and June 7, 2021 Council Meetings.</p>	<p>The Consent Agenda was approved 5-0.</p>
<p><u>New Business</u></p> <p>A. <b><u>Resolution No. 2905</u></b>  A Resolution Of The City Of Wilsonville Approving An Amendment To The City’s Fee Schedule Adding A Wireless Communication Facilities Section To Include Planning Application Review Fees, Technical Design Review Fees, And An Appeal Of Decision Fee.</p> <p>B. <b><u>Resolution No. 2906</u></b>  Service Employees International Union Local 503 Collective Bargaining Agreement.</p>	<p>Resolution No. 2905 was adopted 5-0.</p> <p>Resolution No. 2906 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>Reminded the audience of the City Manager reports, which are created monthly and included in the City Council packet.</p> <p>Publicized the first DEI Committee meeting would be held July 13, 2021.</p> <p>Announced upcoming vacation plans.</p>

<u>Legal Business</u>	No report.
<b>URBAN RENEWAL AGENCY</b>	
<u>URA Consent Agenda</u> A. Minutes of the June 7, 2021 URA Meeting.	The URA Consent Agenda was approved 5-0.
<u>New Business</u> A. <b><u>URA Resolution No. 318</u></b> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing Staff To Take Necessary Steps To Create A Single-Property Urban Renewal Area For Economic Development Purposes To Be Called The Twist Bioscience Wilsonville Investment Now (WIN) Zone.	URA Resolution No. 318 was adopted 5-0.
<u>URA Continuing Business</u> A. None.	
<u>URA Public Hearing</u> A. None.	
<b>ADJOURN</b>	8:17 p.m.