



PLANNING COMMISSION

WEDNESDAY, JUNE 12, 2019

III. INFORMATIONAL

A. City Council Action Minutes

(April 1 & 15, 2019 and May 6 & 20, 2019)

City Council Meeting Action Minutes
April 1, 2019

City Council members present included:

Mayor Knapp
Council President Akervall
Councilor Stevens
Councilor Lehan
Councilor West

Kimberly Rybold, Associate Planner
Mike McCarty, Parks and Recreation Director
Miranda Bateschell, Planning Director
Bill Evans, Communications & Marketing Manager
Zach Weigel, Capital Projects Engineering Manager
Zoe Monahan, Assistant to the City Manager
Patty Nelson, City Engineer
Dan Carlson, Building Official
Rob Wurpes, Chief of Police
Charlie Tso, Assistant Planner
Andy Stone, IT Manager
Martin Montalvo, Public Works Operations Manager

Staff present included:

Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager
Kerry Rappold, Natural Resources Manager
Mark Ottenad, Public/Government Affairs Director

AGENDA ITEM	ACTIONS
WORK SESSION	
A. Garden Acres/WWSP IGA	Council was informed of Resolution No. 2743, which authorizes the City Manager to enter into an intergovernmental agreement (IGA) with Tualatin Valley Water District and the City of Hillsboro for the Willamette Water Supply Program (WWSP) to jointly design and construct the Garden Acres Road and PLM_1.2 Garden Acres to 124 th Pipeline projects.
B. Transfer of Ownership/Maintenance for Hathaway, Willow Creek and Landover Parks	Staff recommended that the City assume ownership and terminate homeowner's association (HOA) maintenance responsibility for Landover, Hathaway and Willow Creek Parks.
C. Canyon Creek Land Donation	Staff presented the proposal of a 31-acre parcel land donation of a forested area and BPA easement on the Parkway Woods Business Park from the ScanlanKemperBard (SKB) Companies.
D. Comprehensive Plan & TSP Amendments Related to Basalt Creek Concept Plan	Staff briefed Council on Ordinance No. 834, which is scheduled for a public hearing and first reading during the regular meeting.
E. Change Order with Paul Brothers, Inc. for the Memorial Park Dog Park and Community Garden Parking Lot Project	Council heard about Resolution No. 2742, which authorizes a change order with Paul Brothers, Inc. for the Memorial Park Dog Park and Community Garden parking lot project.

<p>F. Break to move downstairs into Council Chambers.</p> <p>G. Status and Update on the Villebois Fire</p>	<p>Council recessed and moved to Council Chambers to complete the rest of Work Session.</p> <p>Staff along with Tualatin Valley Fire and Rescue (TVF&R) gave an update on the fire that occurred in the Villebois neighborhood on March 31, 2019.</p>
REGULAR MEETING	
<u>Mayor's Business</u>	
<p>A. Volunteer Appreciation Proclamation</p> <p>B. 21st Consecutive Tree City USA Designation, Sterling Tree City USA Designation (10th Growth Award), and Arbor Day Proclamation</p> <p>C. Upcoming Meetings</p>	<p>The Mayor read a proclamation declaring the Month of April as Volunteer Appreciation Month.</p> <p>Staff informed that the City has been recognized for the 21st consecutive year as a Tree City USA and certified as a Sterling Tree City USA for receiving its 10th growth award as designated by the National Arbor Day Foundation. Mayor Knapp then read a proclamation declaring Arbor Day in the City of Wilsonville.</p> <p>Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.</p>
<u>Consent Agenda</u>	
<p>A. Resolution No. 2743 A Resolution Of The City Of Wilsonville Authorizing The City Manager To Enter Into An Intergovernmental Agreement With Tualatin Valley Water District And The City Of Hillsboro To Jointly Design And Construct The Garden Acres Road Project (CIP #4201) And Willamette Water Supply Plm_1.2 Garden Acres To 124th Pipeline Project.</p> <p>B. Minutes of the November 19, 2018 Council Meeting.</p>	<p>The Consent Agenda was approved 5-0.</p>
<u>Public Hearing</u>	
<p>A. Ordinance No. 834 An Ordinance Of The City Of Wilsonville Approving Comprehensive Plan Text And Map Amendments And Transportation System Plan Amendments Related To The Basalt Creek Concept Plan And Approving A Comprehensive Plan Map Amendment Related To The Coffee Creek Master Plan.</p>	<p>After a public hearing was conducted, Ordinance No. 834 was approved on first reading by a vote of 5-0.</p>

<p><u>New Business</u></p> <p>A. <u>Resolution No. 2730</u> A Resolution Of The City Of Wilsonville Authorizing The City Parks And Recreation Department To Assume Ownership Of And All Maintenance Responsibilities For The Following Neighborhood Parks: Hathaway Court, Landover And Willow Creek Park.</p> <p>B. <u>Resolution No. 2742</u> A Resolution Of The City Of Wilsonville Authorizing A Change Order With Paul Brothers, Inc. For The Memorial Park Dog Park And Community Garden Parking Lot Project (Capital Improvement Project #9132).</p>	<p>Resolution No. 2730 was adopted 5-0.</p> <p>Resolution No. 2742 was adopted 5-0.</p>
<p><u>City Manager's Business</u></p>	<p>Pro Tem City Manager thanked Council for their leadership, commitment and compassion while handling the aftermath of the Villebois fire. In addition, staff were appreciated for their help on these efforts.</p>
<p><u>Legal Business</u></p>	<p>No report.</p>
<p>ADJOURN</p>	<p>9:36 p.m.</p>

City Council Meeting Action Minutes
April 15, 2019

City Council members present included:

Mayor Knapp
Council President Akervall
Councilor Stevens
Councilor Lehan
Councilor West

Chris Neamtzu, Community Develop. Director
Delora Kerber, Public Works Director
Pat Duke, Library Director
Amanda Guile-Hinman, Assistant City Attorney
Miranda Bateschell, Planning Director
Bill Evans, Communications & Marketing Manager
Zach Weigel, Capital Projects Engineering Manager
Zoe Monahan, Assistant to the City Manager
Patty Nelson, City Engineer
Dan Carlson, Building Official
Michelle Marston, Program Coordinator
Sheilagh Griffin, Transit Demand Management Tech.
Elli Work Grants & Program Manager

Staff present included:

Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager
Kerry Rappold, Natural Resources Manager

AGENDA ITEM	ACTIONS
WORK SESSION	
A. Public Works/Police Seismic Upgrade Update	Staff presented an update on the postponement of project to make seismic upgrades to the Public Works/Police building.
B. Charbonneau Emergency Outfall Repair Project Update	Staff provided a summary of a recent project to complete an emergency outfall repair in Charbonneau.
C. Town Center Plan Adoption	Staff briefed Council on Ordinance No. 835, which is scheduled for a public hearing and first reading during the regular meeting.
REGULAR MEETING	
<u>Communications</u>	
A. Wilsonville Boys Basketball Proclamation	The Mayor read a proclamation declaring April 15 -21, 2019 as Wilsonville Wildcats Week and presented a proclamation to the team.
B. TVF&R	Tualatin Valley Fire & Rescue (TVF&R) outgoing Chief, Mike Duyck, and incoming Chief, Deric Weiss, provided a report of the transition-taking place upon Duyck's retirement.
C. Dolly Parton's Imagination Library	
<u>Mayor's Business</u>	
A. Building Safety Month 2019 Proclamation	The Mayor read a proclamation declaring May 2019 as Building Proclamation Month and presented a proclamation to staff.

<p>B. Bike Month 2019 Proclamation</p> <p>C. Earth Day Proclamation</p> <p>D. Upcoming Meetings</p>	<p>The Mayor read a proclamation declaring the May 2019 as Bike month and presented a proclamation to staff.</p> <p>The Mayor read a proclamation declaring the day 22nd of April as Earth Day and presented a proclamation to staff.</p> <p>The Mayor chose not to present on upcoming meetings as many were already mentioned previously.</p>
<p><u>Consent Agenda</u></p> <p>A. <u>Resolution No. 2731</u> A Resolution Of The City Of Wilsonville To Accept A Land Donation Of Approximately 31 Forested Acres In The Parkway Woods Business Park.</p> <p>B. <u>Resolution No. 2737</u> A Resolution Of The City Of Wilsonville Adopting An Intergovernmental Agreement With Clackamas County To Support The Work Of The Willamette Falls Locks Commission.</p>	<p>The Consent Agenda was approved 5-0.</p>
<p><u>Public Hearing</u></p> <p>A. <u>Ordinance No. 835</u> An Ordinance Of The City Of Wilsonville Adopting The Wilsonville Town Center Plan As A Sub-Element Of The Comprehensive Plan And Amending The Text Of The Wilsonville Comprehensive Plan, Comprehensive Plan Map, Zoning Map, And Development Code.</p>	<p>After a public hearing was conducted, Ordinance No. 835 was approved on first reading by a vote of 5-0.</p>
<p><u>Continuing Business</u></p> <p>A. <u>Ordinance No. 834</u> An Ordinance Of The City Of Wilsonville Approving Comprehensive Plan Text And Map Amendments And Transportation System Plan Amendments Related To The Basalt Creek Concept Plan And Approving A Comprehensive Plan Map Amendment Related To The Coffee Creek Master Plan.</p>	<p>Ordinance No. 834 was adopted on second reading by a vote of 5-0.</p>
<p><u>City Manager's Business</u></p>	<p>Appreciated the Assistant City Manager and staff for all of their work on the recent Villebois fire.</p>
<p><u>Legal Business</u></p>	<p>No report.</p>
<p>ADJOURN</p>	<p>9:53 p.m.</p>

City Council Meeting Action Minutes
May 6, 2019

City Council members present included:

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

Chris Neamtzu, Community Develop. Director
Mark Ottenad, Public/Government Affairs Director
Andy Stone, IT Manager
Miranda Bateschell, Planning Director
Bill Evans, Communications & Marketing Manager
Zach Weigel, Capital Projects Engineering Manager
Zoe Monahan, Assistant to the City Manager
Jordan Vance, Economic Development Manager
Patty Nelson, City Engineer
Matt Palmer, Civil Engineer
Robert Wurpes, Chief of Police
Kerry Rappold, Natural Resources Manager

Staff present included:

Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager
Richard Gross, Network Administrator,

AGENDA ITEM	ACTIONS
WORK SESSION	
A. Accepting the Jurisdictional Surrender for a Portion of Ridder Road by Clackamas County Pursuant to ORS 373.270(5).	Staff quickly briefed Council on Resolution No. 2746, a resolution accepting the jurisdictional surrender for a portion of Ridder Road by Clackamas County pursuant to ORS 373.270.
B. Business Retention and Expansion Program	Staff provided an update on the development of a Business Retention and Expansion (BRE) program.
C. Telecommunications Replacement Project	Council heard a presentation on Resolution No. 2745, authorizing the City Manager to execute a contract with Structured Communication Systems, Inc. for the telecommunications replacement project.
D. Community Enhancement Program Recommendations	Staff informed Council of the Community Enhancement Committee recommendations. Council to vote on the recommendations during the Regular meeting as New Business.
REGULAR MEETING	
<u>Communications</u>	
A. 2019 Oregon Urban & Community Forestry Award	Representatives from the Oregon Department of Forestry and Oregon Community Trees presented Natural Resources Manager Kerry Rappold with the Oregon Urban and Community Forest Award.

<p>B. Police Department Annual Report</p> <p>C. Clackamas County Behavioral Health Unit</p>	<p>The Police Department 2018 Annual Report was presented by Chief Wurpes.</p> <p>The Behavioral Health Unit (BHU) presented on the Clackamas County Sheriff's Office partnership with Clackamas County Behavioral Health.</p>
<p><u>Mayor's Business</u></p> <p>A. Budget Committee Appointment</p>	<p><u>Budget Committee</u></p> <p>Appointment of Daphnee Legarza for a term beginning 5/6/19 to 6/31/19. Appointment passed 3-0.</p>
<p><u>Consent Agenda</u></p> <p>A. <u>Resolution No. 2745</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Contract With Structured Communication Systems, Inc. For The Telecommunications Replacement Project.</p> <p>B. <u>Resolution No. 2746</u> A Resolution Of The City Of Wilsonville Accepting The Jurisdictional Surrender For A Portion Of Ridder Road By Clackamas County Pursuant To ORS 373.270.</p>	<p>The Consent Agenda was approved 3-0.</p>
<p><u>New Business</u></p> <p>A. <u>Resolution No. 2747</u> A Resolution To Allocate Community Enhancement Funds For Fiscal Year 2019/2020.</p> <p>B. <u>Resolution No. 2748</u> A Resolution Of The City Of Wilsonville Approving Completion Of The Acquisition Of Wilsonville Town Center Lot 1.</p>	<p>Resolution No. 2747 was adopted 3-0.</p> <p>Resolution No. 2748 was adopted 3-0.</p>
<p><u>Continuing Business</u></p> <p>A. <u>Ordinance No. 835</u> An Ordinance Of The City Of Wilsonville Adopting The Wilsonville Town Center Plan As A Sub-Element Of The Comprehensive Plan And Amending The Text Of The Wilsonville Comprehensive Plan, Comprehensive Plan Map, Zoning Map, And Development Code.</p>	<p>Ordinance No. 835 was adopted on second reading by a vote of 3-0.</p>
<p><u>City Manager's Business</u></p>	<p>The City Manager informed Council that staff learned there was no valid master plan for the Aurora State Airport. The City Manager also shared that Damascus is still a city.</p>

	<p>Lastly, it was mentioned that Tualatin Valley Fire & Rescue (TVF&R) would hold their annual Fill the Boot fundraiser for the Muscular Dystrophy Association (MDA) in Wilsonville on May 14, 2019.</p>
<p><u>Legal Business</u></p>	<p>The City Attorney provided an update on Kinder Morgan.</p>
<p>ADJOURN</p>	<p>8:41 p.m.</p>

City Council Meeting Action Minutes
May 20, 2019

City Council members present included:

Mayor Knapp
Council President Akervall
Councilor Stevens
Councilor Lehan
Councilor West

Kerry Rappold, Natural Resources Manager
Chris Neamtzu, Community Develop. Director
Cathy Rodocker, Finance Director
Mark Ottenad, Public/Government Affairs Director
Amanda Guile-Hinman, Assistant City Attorney
Miranda Bateschell, Planning Director
Zach Weigel, Capital Projects Engineering Manager
Zoe Monahan, Assistant to the City Manager
Jordan Vance, Economic Development Manager
Patty Nelson, City Engineer
Mike McCarty, Parks & Recreation Director
Martin Montalvo, Public Works Operations Manager

Staff present included:

Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager

AGENDA ITEM	ACTIONS
WORK SESSION	
A. Repeal and Replace Chapter 11 of the Wilsonville Code	Staff and Council discussed Ordinance No. 816.
B. Belnap Court & Morey Court Outfall Restoration Project (Willamette River Storm Outfall Repairs, CIP # 7053)	Council heard an update on Resolution No. 2744. The resolution authorizes the City Manager to execute a construction contract with Moore Excavation, Inc. for construction of the Belnap Court and Morey Court outfall restoration project.
C. Metro Mandatory Commercial Food Scrap Program	Council was briefed on the details of Metro’s mandatory commercial food scrap program and associated administrative rules, and next steps to implement the program.
D. Vertical Housing Development Zone (VHDZ) in Villebois – Update	Staff provided an update on the possible establishment of a Vertical Housing Development Zone.
E. 2019-2021 City Council Goals	Due to time constraints, the City Council Goals were not discussed during Work Session.
REGULAR MEETING	
<u>Communications</u>	
A. Green Tariff	Portland General Electric (PGE) presented details of the Green Tariff program.

<p><u>Mayor's Business</u></p> <p>A. 2019 National Public Works Week Proclamation</p> <p>B. 2019-2021 City Council Goals</p> <p>C. Upcoming Meetings</p>	<p>The Mayor read a proclamation declaring May 19-25, 2019 as National Public Works Week and presented a proclamation to staff.</p> <p>2019-2021 City Council Goals adopted 5-0.</p> <p>Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.</p>
<p><u>Consent Agenda</u></p> <p>A. <u>Resolution No. 2744</u> 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 Belnap Court & Morey Court Outfall Restoration Project (Willamette River Storm Outfall Repairs).</p>	<p>The Consent Agenda was approved 5-0.</p>
<p><u>Public Hearing</u></p> <p>A. <u>Ordinance No. 816</u> An Ordinance Of The City Of Wilsonville Repealing And Replacing Wilsonville Code Chapter 11 – Fees.</p>	<p>Council made a motion to move the Public Hearing to a date certain of continued to June 17, 2019. Motion passed 5-0.</p>
<p><u>New Business</u></p> <p>A. <u>Resolution No. 2749</u> A Resolution Of The City Of Wilsonville To Accept A Transfer Of Land From The West Linn-Wilsonville School District.</p>	<p>Resolution No. 2749 was adopted 5-0.</p>
<p><u>City Manager's Business</u></p>	<p>Announced that SMART received two electric buses earlier in the day.</p> <p>Updated that Senate Bill 1021-1 passed unanimously by the Joint Committee on Transportation and now moves to the Joint Ways and Means for Transportation.</p>
<p><u>Legal Business</u></p>	<p>The City Attorney provided an update on Kinder Morgan.</p>
<p>ADJOURN</p>	<p>9:00 p.m.</p>