

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 p.m. on Monday, May 15, 2017. Mayor Knapp called the meeting to order at 7:10 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

Mayor Knapp
Councilor Starr
Councilor Stevens
Councilor Lehan
Councilor Akervall

Staff present included:

Bryan Cosgrove, City Manager
Jeanna Troha, Assistant City Manager
Barbara Jacobson, City Attorney
Sandra King, City Recorder
Nancy Kraushaar, Community Development Director
Delora Kerber, Public Works Director
Jon Gail, Community Relations Coordinator
Adam Phillips, Police Chief
Mark Ottenad, Government and Public Affairs Director

Motion to approve the order of the agenda.

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

Vote: Motion carried 5-0.

COMMUNICATIONS

- A. 2016-17 Community Enhancement Program Project Report: Multifamily Community Waste-Reduction and Recycling Project sponsored by Clackamas County, City and Republic Services.

Mark Ottenad presented the staff report. The Wilsonville-Metro Community Enhancement Committee made award recommendations totaling a maximum of \$79,543 for five projects that the City Council approved on June 20, 2016. The projects are estimated to leverage an additional \$105,919 in cash or in-kind value.

Projects have a two-year window for implementation. Two of the projects have been or are nearing completion in the current 2016-17 fiscal year, two of the projects are underway, and one project is the planning-to-implement phase. As projects are completed, the project managers are to be scheduled to present to the City Council.

Mr. Ottenad provided these updates on the 2016-17 Community Enhancement Program Projects.

“Bee Stewards” Wilsonville Pollinator-Improvement Project. This project is sponsored by NCAP in conjunction with the City. The Community Enhancement Project (CEP) contribution to the \$97,077 project is \$21,433.

Purpose: Project to: 1) create productive pollinator habitats on City and School District-owned property,

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utilizing volunteers and youth establishments to help plant and maintain plantings; 2) develop Integrated Pest Management (IPM) plan for City; 3) provide public educational opportunity and materials about pollinator habitats.

Status Update: The project includes five main goals, which are in varying stages of completion. Habitat restoration plans have been developed for City and School District properties, and two community volunteer pollinator planting-events with Friends of Trees were held in March and April 2017 at the Water Treatment Plant Park site. Additional planting events with Friends of Trees are scheduled for Memorial Park, and the City will implement a planting plan for medians on Wilsonville Road.

The City has started the process of developing an Integrated Pest Management (IPM) plan. Planning has also commenced for development of a homeowner toolkit that contains suggestions for creating and improving pollinator habitat and bee-safe pest management practices for common garden pests. A community workshop is also being planned for March 2018, along with interpretive signage for some of the pollinator habitat planting locations.

The two-year-long project has leveraged an additional \$52,982 in funding, including \$37,000 from National Fish and Wildlife Foundation, Wells Fargo Environmental Solutions for Communities Program; \$13,182 in labor from volunteers; and \$2,800 in staff time from West Linn-Wilsonville School District.

The Fluorescent Mercury-Lamp Recycling Program is sponsored by Clackamas County, City of Wilsonville and Republic Services. The CEP amount is \$7,110 of the total project cost of \$17,985.

Purpose: Project to undertake the collection and recycling of mercury-containing fluorescent-lamps by commercial operations in Wilsonville targeted to businesses and organizations known to use fluorescent lamps, with the tubes being properly disposed and recycled. A total of 100 boxes that accommodate 4- and 8-foot-long straight tubes were originally planned to be offered for recycling

Status Update: The program was modified to increase the potential participation rate by making the service even easier to use. The project was changed from a twice-annual collection event to an on-going effort where businesses can request a free postage-paid box from Republic Services that can be filled at the pace of business over a one-year period and shipped for free by scheduling pick-up with a phone call. Program was expanded to include any kind of commercial fluorescent tube, including cylindrical. The mail-in service for fluorescent tubes is a new, nationwide service instituted by Republic Services that was not available when the original project was developed.

Project has been just been completed at the end of April 2017 with a total of 111 recycling boxes that accompany a variety of fluorescent tube types distributed to a total of 25 businesses and organizations. Business managers have been very receptive to the program and appreciative of the City's underwriting.

Originally budgeted to provide \$5,614 in in-kind and hard costs, Republic Services voluntarily increased the company's total match to \$10,875 to cover the additional costs of shipping and distributing 11% more boxes than originally planned.

Meridian United Church of Christ submitted the Frog Pond Church Campus Restoration Project. The CEP amount awarded is \$10,000.

Purpose: Project to undertake extensive landscaping improvements on the public, street front-facing side of historic church property that includes removal/replacement and trimming of trees/shrubs.

Status Update: The project is underway, but has just started. The Church commissioned in Spring 2017

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an arborist to examine the trees and make a professional recommendation for work this summer. Volunteer staff turn-over at the Church extended the initial timeline when work was originally scheduled to be completed in Fall of 2016.

The Memorial Park “Dog Park” Relocation Project is sponsored by the City in the amount of \$25,000.

Purpose: Project to relocate the enclosed, off-leash dog-run area of park; larger project for dog park and community gardens includes creating 37 parking spaces and installing new fencing, drinking-water fountains, two covered shelters with benches and dog-play elements.

Status Update: The relocation of the Dog Park has been on hold as the City works to determine the best access for the new Dog Park/Community Garden parking lot. The Planning Division is requiring the completion of the new parking lot prior to the relocation of the Dog Park. The need for completion of the parking lot has resulted in further discussion as to the best vehicle access to the new parking lot.

Staff plans to monitor Dog Park use during the Summer of 2017 to get a better understanding of traffic demands. After further research is done regarding potential traffic, and parking lot access, staff intends to take the item to City Council during the second half of Summer 2017 with the hope of moving the project forward.

The construction of the Dog Park is schedule for the same time as the construction of the new parking lot, which may take place as early as Fall of 2017 or Spring of 2018. In order to draw-down funds, staff would consider purchasing some of the amenities included in the grant request and placing them at the current dog park with the understanding these items would move to the new dog park at its completion.

The Multifamily Waste Reduction and Recycling Project Proposal is sponsored by Clackamas County and Republic Services. They are asking for \$12,000 - \$16,000 in CEP funds.

Purpose: Project to conduct a six-month-long focused effort to increase recycling opportunities at multifamily communities, including conducting a public education campaign with signage, working with residents and property managers, distributing light-weight recycling materials tote bags and looking at possible modification of central-collection/enclosure area.

Status Update: The project is moving to a conclusion by July. Phase one occurred in Fall 2016 when Clackamas County Sustainability staff and AmeriCorps intern visited 30 multi-family communities for an initial assessment to observe and record contamination levels in mixed recycling and glass bins and note any bulky waste present on-site.

Phase two commenced in March 2017 with 11 informal meetings with property managers, providing 903 recycling tote-bags to 7 properties that include door-to-door outreach to 3 communities, distribution during recycling presentation at 2 communities and property manager distributed bags in 2 communities. A total of 131 individual conversations with residents during outreach occurred, along with 3 recycling presentations and 3 food-waste prevention presentations.

To date, residents have appreciated the recycling tote-bags and welcomed the information. The goal is to deliver recycling tote-bags to the remaining 23 properties by the end of July, through a mix of door-to-door outreach and recycling presentations.

B. Wilsonville Police Annual Report (staff – Phillips)

Chief Adam Phillips commented on a press release the Clackamas County Sheriff’s Department sent out which the Councilors had received. The release provides information about criminal charges a

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Clackamas County Sheriff's Department employee is being held accountable for, factual basis of events surrounding the investigation, as well as a statement from Sheriff Roberts. Chief Phillips will keep the City Manager informed on any progress that is made in the case.

The Mayor and Councilors expressed their deep concern about the severity of the news and for the victims, and the uncertainty that exists about whether Wilsonville citizens have received the measure of justice they should have been entitled to. Councilors were disturbed the situation occurred over a period of years, which pointed to management layers who were either not aware this was occurring, or they were aware but chose not to do anything. Councilors wanted assurances the City was receiving the full benefit of the contract with the Sheriff's Department for police coverage and they would do what they could to maintain Wilsonville's reputation as a safe city.

Mr. Cosgrove added he will be meeting with Sheriff Roberts to gather information and he will come back to the Council after his discussion with the Sherriff.

Ms. Jacobson indicated she is working with Clackamas County Counsel and the District Attorney's office on the matter.

Chief Phillips presented his annual report to Council, which has been posted to the City's website. Using photographs, the Chief introduced the community to the officers serving in Wilsonville to put faces to the names of the officers. These officers continue the tradition of courage, honesty, and justice that started in 1843 in Champoeg with the appointment of John Meek as sheriff of the territory. He spoke about the number and types of calls and reports taken and produced in 2016 which represented a high level snapshot into the community. Chief Phillips introduced two new programs, one involving the behavioral health unit comprised of mental health professionals who provide crisis intervention and outreach services in Clackamas County. The second program is the Family Justice Center - The Safe Place, which provides many services for victims of family violence in one location. Chief Phillips stated it was National Law Enforcement Memorial Week, and he showed a video commemorating the officers who lost their life in the line of service.

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.

In her role as the representative of the Clackamas County Arts Alliance Advisory Board, Susan Schenk reported the Boones Ferry Historical Society has been re-activated. The Historical Society Board will take nominations of a heritage tree at their next meeting.

Councilor Lehan added the Historical Society has absorbed the role of the Heritage Tree Board. The nomination to name the "three sister oaks" on Kinsman Road next to the former Lazerquick building as "Heritage Trees" was made by 4th grade students. The Councilor wanted to put a ratification of the Historical Society decision on the June 5th Council meeting to recognize the students and the Historical Society decision.

MAYOR'S BUSINESS

A. National Public Works Week Proclamation: *Public Works Connects Us* (staff – Kerber)

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Delora Kerber shared a slide show displaying the work of the City's Public Works crews.

Mayor Knapp read the proclamation declaring the week of May 21 to 27, 2017 as "National Public Works Week: Public Works Connects Us" into the record.

B. Upcoming City Council and Budget Committee meetings were announced. The Mayor reported on the meetings he attended on behalf of the City of Wilsonville.

COUNCILOR COMMENTS

Council President Starr announced the Bulky Waste Day event at Republic Services this coming Saturday May 13.

Councilor Stevens reported WERK Day was successful in spite of the rain.

Councilor Lehan mentioned the Hazardous Waste Collection day scheduled for June 10. She invited the public to take part in the annual work day at the Pleasant View Cemetery scheduled for Saturday the 13.

Councilor Akervall announced the Memorial Day observance ceremony scheduled for May 29 in Town Center Park, as well as the annual Arts Festival set for June 3 and 4.

NEW BUSINESS

A. **Resolution No. 2630**

A Resolution Of The Wilsonville City Council Adopting The Wilsonville-Metro Community Enhancement Committee's 2017-18 Funding Recommendations

Ms. Jacobson read the title of Resolution No. 2630 into the record.

Jon Gail, Community Relations Coordinator, presented the staff report. The Wilsonville-Metro Community Enhancement Committee met on two occasions in April 2017 and are recommending to the City Council awarding a total of \$100,100 in funding to seven different projects in Wilsonville.

The community enhancement projects recommended for funding are, in descending dollar-amounts:

1. Art and Culture Survey and Strategic Plan: \$26,100
2. Beauty and the Bridge Interpretive Signs: \$20,000
3. Graham Oaks Nature Park Pedestrian Safety Crossing: \$20,000
4. Community Reader Board and Wilsonville Public Library Signage: \$15,000
5. Beauty and the Bridge Lighting Feasibility Study: up to \$10,000
6. 2017 Community Health Fair: \$5,000
7. Clackamas Community College-Wilsonville Campus Public Art Project: \$4,000

City Resolution No. 2543 (July 2015) that created the Community Enhancement Program (CEP) provided for City Council approval of the project recommendations made by the Wilsonville-Metro Community Enhancement Committee.

Project nominations were accepted from the public and public agencies over a two-month-long period, December 2016 through January 2017. A total of nine projects were nominated, but one project was removed from consideration by the project nominee and the other project the committee did not recommend funding for as it was a very costly sidewalk extension project with many unknowns. Project

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nominations were first reviewed by City staff for compliance with the CEP goals and criteria and evaluated for timeliness of completion.

The eight remaining projects were then forwarded for consideration over the course of two meetings in April to the seven-member Wilsonville-Metro Community Enhancement Committee, which is composed of four community members—Chair Brad Hughbanks, Vice Chair Larry Beck, Kate Johnson and Jimmy Lee; together with three elected officials, including Mayor Tim Knapp and City Councilor Susie Stevens; and Metro District Three Councilor Craig Dirksen. Various representatives of the projects presented their project nominations to the committee and answered the committee’s questions about the various projects.

Funded by a per-ton charge on biodegradable solid-waste, the Community Enhancement Program was extended by Metro regional government effective July 2015 to cover all cities with a waste-transfer facility, including the Willamette Resources Inc. facility operated by Republic Services in Wilsonville.

Metro estimates that about \$95,000 per year in community enhancement funds would be available to Wilsonville; current trends and potential changes in the Metro solid-waste franchise disposal program over the next few years may result in increased volumes being transferred that eventually yield \$100,000 or more per year of enhancement funds. Funds may be used immediately on smaller projects or accumulated for up to three years to underwrite a larger project; Metro provides flexibility for communities to design a local version of the program.

The Community Enhancement Program funding is used for “enhancing the host community of the facility from which the fees have been collected” to fund projects that “rehabilitate and enhance the area within the city.” Eligible projects can improve the appearance or environmental quality of the community, increase reuse and recycling opportunities or improve recreational areas and programs.

Goals for community enhancement projects include:

- a) Improve the appearance or environmental quality of the community.
- b) Reduce the amount or toxicity of waste.
- c) Increase reuse and recycling opportunities.
- d) Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.
- e) Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.
- f) Result in improvement to, or an increase in, recreational areas and programs.
- g) Result in improvement in safety.
- h) Benefit youth, seniors, low income persons or underserved populations.

Program proposals are scheduled to be accepted again next winter, Dec. 1, 2017 – Jan. 31, 2018, with additional project award recommendations in Spring of 2018 by the committee.

Mayor Knapp understood the funding for the Beauty and the Bridge undercrossing lighting was to determine the feasibility of the project and discussions with ODOT.

Councilor Starr asked for clarification on the Art and Culture Survey and Strategic Plan.

Mr. Cosgrove explained the funding would be for a survey to determine what type of art and culture programs residents would support, and for a consultant to prepare a Strategic Plan for public investment and create tactics for developing resources to advance community support for arts and culture activities.

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Motion: Councilor Stevens moved to approve Resolution No. 2630. Councilor Lehan seconded the motion.

Councilor Stevens expressed her appreciation to the volunteers of the Wilsonville-Metro Community Enhancement committee, to Metro for providing the funding, and to staff for coordinating the process.

Mayor Knapp said Mr. Gail and Mr. Ottenad are working on tracking the grants and creating accountability for the program.

Vote: Motion carried 5-0.

CITY MANAGER'S BUSINESS

Mr. Cosgrove asked if Council would be interested in cancelling the July 3 meeting. Council agreed with cancelling the meeting.

LEGAL BUSINESS

Ms. Jacobson reminded Council an Executive Session would follow adjournment.

ADJOURN

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

Respectfully submitted,

Sandra C. King, MMC, City Recorder

ATTEST:

Tim Knapp, Mayor