

**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 Monday, March 16, 2015. Mayor Knapp called the meeting to order at 7:05 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

Mayor Knapp  
Councilor Starr - excused  
Councilor Fitzgerald  
Councilor Stevens  
Councilor Lehan

Staff present included:

Bryan Cosgrove, City Manager  
Jeanna Troha, Assistant City Manager  
Mike Kohlhoff, City Attorney  
Sandra King, City Recorder  
Nancy Kraushaar, Community Development Director  
Jon Gail, Community Relations Coordinator  
Susan Cole, finance Director

Motion to approve the order of the agenda.

**Motion:** Councilor Lehan moved to approve the order of the agenda. Councilors Fitzgerald and Stevens seconded the motion.

**Vote:** Motion carried 4-0.

## **MAYOR'S BUSINESS**

### **A. Upcoming Meetings**

Mayor Knapp announced the meeting date for the next City Council meeting and reported on meetings he attended on behalf 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.

Carol Yamada, and Leonard Schaber, members of the Stafford Hamlet Board distributed a paper titled "The Stafford Hamlet Compromise" which explained the Board's position on the Stafford Reserve and urban reserve determination. The document has been included in the record.

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Mayor Knapp pointed out the City has no plans to be contiguous to the Borland area and the Council has not taken any position on the proposed legislation.

**COUNCILOR COMMENTS, LIAISON REPORTS & MEETING ANNOUNCEMENTS**

Councilor Fitzgerald – (Development Review Panels A & B Liaison) noted on March 23<sup>rd</sup> the DRB Panel B will meet. She announced the Wilsonville Egg Hunt Saturday April 4<sup>th</sup>, and the Wood Middle School’s Jr. Scoop Club Clothing Sale set for the same day.

Councilor Stevens – (Library Board and Wilsonville Seniors Liaison) announced the next Library Board meeting date. She reported the Wilsonville Community Seniors are working on goal setting, and are beginning to plan how to stabilize their funding. The Councilor joined the Meals on Wheels Program last week by riding along with two volunteers. The volunteers play an important role in insuring homebound seniors are doing well. The next meeting date of the Frog Pond Task Force was noted as well as the open house scheduled for April 2<sup>nd</sup>.

Councilor Lehan– (Planning Commission and CCI Liaison) reported she attended the Comcast Open House where concerns about the service and programing were expressed. The Councilor said the Planning Commission will be meeting on April 8<sup>th</sup>. She announced the Antique Appraisal Day scheduled for April 11<sup>th</sup>. The Community Garden registration will be open on March 19<sup>th</sup>.

**CONSENT AGENDA**

Mr. Kohlhoff read the titles of the Consent Agenda items into the record.

A. **Resolution No. 2518**

A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Autumn Park Apartments, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.

B. **Resolution No. 2519**

A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Charleston Apartments, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.

C. **Resolution No. 2520**

A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Creekside Woods LP, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.

D. **Resolution No. 2521**

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A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Rain Garden Limited Partnership A Low-Income Apartment Development Owned And Operated By Caritas Community Housing Corporation.

E. **Resolution No. 2522**

A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Wiedemann Park, A Low-Income Apartment Development Owned And Operated By Accessible Living, Inc.

F. **Resolution No. 2523**

A Resolution Of The City Of Wilsonville Acting As The Local Contract Review Board Authorizing The South Metro Area Regional Transit Department (SMART) To Purchase Two 35-Foot Low Floor, Heavy Duty, Clean Diesel Buses Through The 5307 Grant # OR-95-X061-00.

G. Minutes of the February 19, 2015 and March 2, 2015 Council Meetings.

**Motion:** Councilor Fitzgerald moved to adopt the Consent Agenda. Councilor Lehan seconded the motion.

**Vote:** Motion carried 4-0.

**NEW BUSINESS**

A. Set a Public Hearing Date of April 6, 2015 to Hear the Appeal of the DRB Decision of Case No. DB15-006 for Appellant Gerald and Joanne Downs.

Mr. Kohlhoff introduced the item for consideration. The memorandum prepared for Council by Mr. Kohlhoff regarding the appeal follows in its entirety:

On the agenda for the March 16, 2015 City Council meeting is the setting of the date for the public hearing of the Downs appeal of certain conditions the Development Review Board determined in approving the Downs application for a land use partition. The staff recommends this be ordered for the April 6, 2015 City Council meeting as it is within the 120-day time limit and will allow for a second, continued hearing if needed.

Additionally, you will need to determine the scope of review as to one of the following under WC 4.022(.05)B:

1. Restricted to the record made on the decision being appealed.
2. Limited to such issues as the reviewing body determines necessary for a proper resolution of the matter.
3. A de novo hearing on the merits (accept new testimony).

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Because the issues on appeal are limited in number, staff recommends rather than determining what issues are necessary to resolve, that the scope of review be restricted to the record and receive oral argument.

Should the City Council follow staff recommendations, the motion suggested is as follows:

“I move the City Council order the public hearing on the Downs Appeal, DRB-Panel B be set before the City Council on April 6, 2015 and be limited to the record made on the decision being appealed and the receipt of oral argument.”

Mayor Knapp restated the considerations before the Council.

**Motion:** Councilor Lehan moved to order the public hearing on the Downs Appeal, DRB-Panel B be set before the City Council on April 6, 2015 and be limited to the record made on the decision being appealed and the receipt of oral argument. Councilor Stevens seconded the motion.

**Vote:** Motion carried 4-0.

#### **CITY MANAGER’S BUSINESS**

Mr. Cosgrove reported he had attended the First Citizen Festivities at the impressive World of Speed Museum and commented the Museum will be great attraction for region. He has received the work plans from all the Departments which will be incorporated into the Council Goals. A final report will be brought forward to Council.

#### **LEGAL BUSINESS**

Mr. Kohlhoff advised he would be out of the office during March and early April.

#### **ADJOURN**

Mayor Knapp adjourned the meeting at 7:45 p.m.

Respectfully submitted,

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Sandra C. King, MMC, City Recorder

ATTEST:

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Tim Knapp, Mayor