

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

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A special meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:30 p.m. on Thursday, January 22, 2015. Mayor Knapp called the meeting to order at 7:45 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

Mayor Knapp  
Councilor Starr  
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  
Chris Neamtzu, Planning Director  
Susan Cole, Finance Director  
Kristin Retherford, Economic Development Manager  
Jon Gail, Community Relations Coordinator  
Miranda Bateschell, Planner  
Eric Mende, Engineer

Motion to approve the order of the agenda.

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

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

**MAYOR'S BUSINESS**

A. Reappoint Mary Fierros Bower to the Development Review Board Panel A

**Motion:** Councilor Fitzgerald moved to reappoint Mary Bower to the Development Review Board Panel A for a term beginning January 22, 2015 and ending December 31, 2016. Councilor Lehan seconded the motion.

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

B. Appointment of Andrew Karr to the Budget Committee to fill the unexpired term of Glenn Ohl.

**Motion:** Councilor Starr moved to appoint Andrew Karr to the Budget Committee to fill the unexpired term of Glenn Ohl. Councilor Fitzgerald seconded the motion.

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**Vote:** Motion carried 5-0

C. The Mayor announced meetings scheduled for the next two weeks, and listed the regional meetings he attended on behalf of the City. Mayor Knapp indicated he had been elected chair of JPACT to represent the cities of Clackamas County. He distributed a draft letter for Council consideration and comment from Metro JPACT Chair Craig Dirksen seeking local jurisdictions to sign onto a letter to Oregon's federal delegation urging action to stabilize the Highway Trust Fund with new user-fee revenues and provide more control of federal dollars.

**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.

Karen and Keith Kaiser, Advance Rad, expressed concern about the number of traffic accidents that occur at the "S" curves on Advance Road near their home and the potential for an increase in accidents after development occurs at Frog Pond/Advance Road with the additional number of bicycle riders and joggers. To help reduce the number of accidents, they offered to donate property to improve the road, and stated since the location is in the County, City police does not respond.

Mr. Kohlhoff suggested having staff compare the accident prone area to the road standard matrix and provide the findings to the County along with some key questions.

Victoria VonTagen, Cascara Court, did not want to see the Frog Pond/Advance Road area be developed in a thoughtless manner and suggested filling the empty offices and buildings before extending development into the country areas. She felt the decisions had already been made.

The Mayor assured Ms. VonTagen much planning and coordination was needed prior to any development occurring, and that appropriate planning needed to take place to forego problems. Mayor Knapp pointed out the number of vacant commercial buildings had decreased the past two years since the turnaround.

Lyneil Vandermolen, Stafford Road, was concerned about eminent domain, and thought final decisions had already occurred. Ms. Vandermolen spoke against sprawl and not respecting the current Town Center development.

Councilor Starr explained the state mandate of having a 20-year growth plan for the City and that any development in the area would take years of planning before development occurred.

Mayor Knapp said the city council has never used eminent domain to take property.

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Lori Loen, Wagner Street, spoke against high density and homes on small lots, and the demand for lots of 10,000 square feet. She urged using small developers and builders to build high end custom homes rather than production builders.

Debi Laue, Wilsonville Road, said her experience as a real estate broker showed there was demand for lots greater than 10,000 square feet, and that home buyers want yards and homes with large lots. She suggested allowing a variety of single family home lot sizes in the Frog Pond area.

Cathy Ericson, Landover resident, stated her experience as the PTA president at Wood Middle School showed that homeowners were more invested in the schools and community. She thought a majority of people wanted low density and large lots and homes with backyards.

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

Council President Starr – (Park & Recreation Advisory Board Liaison) reported the response to the online survey posed by the Parks and Recreation Department yielded 617 responses. The preferred concept plan for redeveloping Memorial Park will be shown in February.

Councilor Fitzgerald – (Development Review Panels A & B Liaison) announced the next meeting date of DRB Panel-B, and that DRB Panel-A continued the decision on the Ridder House offices conditional use permit at the request of the applicant.

Councilor Stevens – (Library Board and Wilsonville Seniors Liaison) spoke about the fire in the book drop that occurred in the Library. The Wilsonville Seniors selected two of their board members to sit on the Transportation Task Force, and the Oregon Zoo will bring its “animal mobile” to the Community Center in March.

Councilor Lehan– (Planning Commission and CCI Liaison) stated at their last meeting the Commission received a report on Metro’s Climate Smart initiative, and they will discuss transportation performance measures at their February meeting.

**CONSENT AGENDA**

Mr. Kohlhoff read the Consent Agenda items for the record.

A. Adopt 2015-16 State Legislative Agenda

**Motion:** Councilor Fitzgerald moved to approve the Consent Agenda. Councilor Starr seconded the motion.

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

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**PUBLIC HEARING**

Mr. Kohlhoff read the title of Ordinance No. 766 for the record and noted the item was to be continued to date certain of February 2, 2015 to allow time to present the matter to the Council in a work session.

- A. **Ordinance No. 766** 1<sup>st</sup> Reading – *To be continued to date certain of February 2, 2015*  
An Ordinance Of The City Of Wilsonville Adopting The 2014 Update To The Wastewater Collection System Master Plan And Replacing The 2001 Wastewater Collection System Master Plan.

**Motion:** Councilor Stevens moved to continue the public hearing on Ordinance No. 766 to a date certain of February, 2, 2015. Councilor Lehan seconded the motion.

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

**NEW BUSINESS**

- A. **Resolution No. 2493**  
A Resolution Of The City Of Wilsonville Authorizing The City Manager To Transfer Title Of The Property Located At 11650 SW Tooze Road To The City's Urban Renewal Agency.

The title of Resolution No. 2493 was read into the record by the City Attorney

Ms. Retherford presented the staff report. In 2006 the City, through its Urban Renewal Agency, acquired property located at 11650 SW Tooze Road (tax lot 3S1W15 01100) for a new west-side primary school in Villebois. This acquisition is identified as a project in the West Side Urban Renewal Plan, and is part of an agreement between the West Linn-Wilsonville School District to exchange 10 acres of City-owned land in the Villebois area for 10 acres of District-owned land east of the City at Advance Road so that the District can construct a primary school and the City can construct sports fields.

Subsequent to this purchase, the proposed school site was relocated to the east side of the Villebois neighborhood and the Urban Renewal Agency acquired an alternate school site in 2011. This change in location was due to the slow-down in the economy which affected the pace of development in the Villebois and the installation of necessary infrastructure. Meeting the District's schedule for opening the school at the original location would have required several million dollars of public investment to expedite the installation of critical infrastructure. Relocating the school to an area that was already served with much of the needed infrastructure became a more cost-effective and expeditious option.

While this property was purchased by the Urban Renewal Agency using urban renewal funds, the authorizing resolution, URA Resolution No. 144, allowed title of the acquired property to be vested with the City of Wilsonville. At the time of this acquisition, it was anticipated that the City would be exchanging this property for property owned by the West Linn-Wilsonville

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School District and it made sense that title be taken in by the City as party to this anticipated future exchange.

Given that circumstances have changed over the years and this property is no longer the subject of an exchange agreement, it is appropriate to transfer title of this property to the Urban Renewal Agency. The original acquisition funds were from the West Side Urban Renewal Area and future sale proceeds should revert to this urban renewal area as program income. Conveying title to the Urban Renewal Agency will streamline accounting efforts related to a future sale and capture of program income, as well as annexation processes, land use activities, and property disposition efforts.

Mayor Knapp noted this did not change the percentage of city land contained in the urban renewal areas.

**Motion:** Councilor Stevens moved to approve Resolution No. 2493. Councilor Lehan seconded the motion.

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

**B. Resolution No. 2510**

A Resolution Of The City Council Authorizing Participation In The Willamette River Water Treatment Plant Master Plan Update And Establishing The City's Maximum Financial Contribution To The Plan.

The title of Resolution No. 2510 was read into the record by the City Attorney

Mr. Mende presented the staff report. Council has been previously briefed on the ongoing coordination efforts between the City of Wilsonville, the Tualatin Valley Water District (TVWD), the City of Hillsboro, and other partners pertaining to the use of future expansion of the Willamette River Water Treatment Plant as a regional facility. That coordination effort includes joint participation in a master plan update to determine the scope, costs, and timing for potential expansion of the existing facility (Lower Site) as well as the scope, cost, and timing for potential construction of a new facility (Upper Site).

Based on direction from Council, the City Manager executed a Memorandum of Understanding (MOU) with TVWD in October 2014 that outlined the City's participation, including cost share percentages for various Master Plan task items which are primarily related to the Lower Site. At that time, the City's cost share was assumed to not exceed \$100,000 as was established in the MOU.

Subsequently, TVWD conducted a formal Request for Proposal process with active participation by Wilsonville and the other partners. Carollo Engineers was unanimously selected as the most qualified consultant. The initial proposed cost was approximately \$2.1M. Negotiations conducted in November and December reduced the final cost to \$967,552 primarily by eliminating proposed scope additions that provided for more detailed analyses and evaluations

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than what the review team felt was necessary. Wilsonville's resulting cost share (per the formula in the MOU) is \$112,647 which requires City Council authorization.

Staff believes the \$112,647 Wilsonville share represents a reasonable cost for the work to be performed. Staff also feels some of the proposed scope items that were deleted have potential merit, but we will not know if they are useful until other preliminary work is done. Staff is therefore requesting Council authorize a small (approximately 6.5 percent) contingency above the \$112,647 for a total authorization of \$120,000 to provide staff with the flexibility to conduct this work, if needed.

An updated master plan will establish the scope, costs, and timing of short term and long term expansion of the Water Treatment Plant. The master plan will identify treatment plant improvements needed to serve future growth of the City. The updated master plan will also define what is needed for the Willamette Water Supply Program's partners to provide long term water delivery. All of the information will be used to formulate future agreements among multiple partners for the treatment plant, including what the City's future role might be as a primary owner of the existing plant.

**Motion:** Councilor Lehan moved to approve Resolution No. 2510. Councilor Starr seconded the motion.

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

**CITY MANAGER'S BUSINESS**

Mr. Cosgrove said to implement the new Council Goals the management team will need to get together to prepare departmental work plans. He expected to bring the finalized Goals to Council the second meeting in March.

**LEGAL BUSINESS** - There was no report.

**ADJOURN**

Mayor Knapp adjourned the meeting at 8:45 p.m.

Respectfully submitted,

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Sandra C. King, MMC, City Recorder

ATTEST:

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Tim Knapp, Mayor