

**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 8:00 p.m. on Monday, October 6, 2014. Mayor Knapp called the meeting to order at 8:40 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

Mayor Knapp  
Council President Starr  
Councilor Goddard - excused  
Councilor Fitzgerald  
Councilor Stevens

Staff present included:

Bryan Cosgrove, City Manager  
Jeanna Troha, Assistant City Manager  
Mike Kohlhoff, City Attorney  
Barbara Jacobson, Assistant City Attorney  
Stephan Lashbrook, SMART Director  
Nancy Kraushaar, Community Development Director  
Jon Gail, Community Relations Coordinator  
Mark Ottenad, Public and Government Affairs Director  
Sandra King, City Recorder  
Eric Mende, City Engineer  
Angela Handran, Executive Assistant  
Mike Ward, City Engineer

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

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

## **MAYOR'S BUSINESS**

A. Proclamation for National Manufacturing Month

Mayor Knapp read the Proclamation declaring October as Manufacturing Month for the record.

B. Upcoming meetings were announced, in particular the next City Council meeting set for October 20<sup>th</sup>. The Mayor reported on the League of Cities conference recently held in Eugene and the education sessions offered on a number of current matters.

## **COMMUNICATIONS**

A. Community Survey Results

Mr. Cosgrove introduced Demema Mann, of The National Citizens Survey which conducted the 2012 and 2014 city-wide citizen surveys measuring how the City is performing in terms of the

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services the City is providing. The survey also gives the Council feedback on what the community feels is important, helps with Council goal setting, and is considered a best practice for local government. The leadership academy is direct result of the 2012 survey to actively engage citizens.

The results of the 2014 city-wide survey conducted by The National Citizen Survey (NCS) were presented by Demema Mann, Senior Project Manager, NCS. Twelve hundred Wilsonville households received the 2014 survey, with 351 returned or a 31% response rate. Compared to the 2014 National Benchmark comparisons, Wilsonville received 37 higher ratings, 84 similar ratings, and 5 lower ratings. The technical appendices provide the breakdown on the ratings.

Key focus areas include: Safety, built environment, recreation and wellness, education and enrichment, community engagement, economy, natural environment, and mobility. Mobility and the natural environment received higher than national benchmark results, the balance of the focus areas were similar to the national benchmark, with safety and the economy being considered the most important.

Compared to the 2012 ratings, in 2014 nineteen received higher ratings, 61 received similar ratings, while 4 received lower ratings.

Wilsonville continues to have a high quality of life. In response to the open ended question “What do you think is the biggest priority facing the City of Wilsonville over the next five years”, the responses list these as the top community priorities:

- Growth – keeping up with rapid growth, urban sprawl
- Housing – affordable housing, limiting apartment building, and
- Economy – bring more businesses to Wilsonville, Jobs

In conclusion, Wilsonville residents feel they have an exceptional quality of life, residents were happy with city services and many services are trending up, economy and safety are key focus areas, and growth remains a top priority and concern for residents.

Mayor Knapp asked for a tutorial on the ways to use the data included in the report.

Ms. Mann stated the information can be used to identify an issue and in finding a way to address the issue, the citizen academy is an example. The Playbook contains examples from communities on how they have used the survey results for strategic planning and community outreach, as well as in budgeting and performance measurement.

Mr. Cosgrove commented the retail leakage study became a Council goal out of the 2012 survey.

Councilor Stevens stated the information is helpful to know how people feel about the community.

Councilor Fitzgerald thought the survey was a great tool and it should be used as much as possible. It could serve to increase citizen participation over time.

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Ms. Mann suggested the survey results can evidence what a great community Wilsonville is, and as an aid in attracting businesses to the community.

Councilor Starr was glad to see people talking about local government, and trusting local government, the honesty, and being good stewards of the taxpayer's money. The concern for growth and what the future might look like spoke loudly on how carefully and responsibly the City needs to be in planning and maintaining the 'small town' feel.

Mayor Knapp wondered if the community would be interested in the results of the survey, as an open town hall meeting giving citizens a chance to dialogue on the results. Mr. Cosgrove would be happy to look into that.

### B. Wilsonville Leadership Academy

Mr. Cosgrove stated the Wilsonville Leadership Academy is a result of the 2012 survey and how the City could be more proactive in reaching out to citizens and building potential for local government, non-profit organizations, and other areas of the City that need leadership capacity.

Angela Handran, Executive Assistant and Jon Gail, Community Relations Coordinator introduced themselves and explained what the Wilsonville Leadership Academy is.

The Wilsonville Leadership Academy is a six month program, meeting once per month on the third Thursday from 6-9pm here at City Hall. The program will strengthen leadership skills, improve community engagement between city staff and the public, and prepare participants for city leadership position. Applications are being accepted until October 31, 2014, and the program will run from January – June 2015. The program will grow City ambassadors who will be educated in leadership and local government. The participants of the program will have the opportunity to develop their communication skills which will lead to more engaged citizens who are able to effectively connect their thoughts with positive actions for the betterment of the City. The Wilsonville Leadership Academy will create dynamic citizens who actively look for ways to enhance the livability of their Community.

To date there are 12 residents who have applied for the Academy, with 30 seats available. Greg McKenzie is mentoring the City staff through the first year. The curriculum and schedule for the six sessions was introduced. Mr. Gail and Ms. Handran hoped for Council involvement during the Academy, particularly at the first meeting, and to participate in the book study.

Councilors thought the Academy was a good idea. The Mayor hoped a broad range citizens apply for the Academy.

### **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.

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Theonie Gilmore, Executive Director Wilsonville Arts and Culture Council, presented a letter to the Council explaining October is National Arts and Humanities month throughout the United States.

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

Council President Starr – (*Park & Recreation Advisory Board Liaison*) reported on the meetings he attended on behalf of the City including the Water Consortium where they discussed emergency preparedness and resiliency for the water supply. The Councilor noted the Economic Development Task Force will be sending a recommendation to the City Council in November on the Old Town Escape and on funding for studies on the Town Center.

The Parks and Recreation Advisory Board is working on the Memorial Park Master Plan. The Board will also consider four Opportunity Grant Requests at their next meeting.

Councilor Fitzgerald – (*Development Review Panels A & B Liaison*) encouraged the public to attend the Frog Pond Area Planning open house October 16<sup>th</sup>. She invited residents to participate in the Harvest Festival on October 18<sup>th</sup> at the Stein Boozier Barn in Murase Plaza.

The Development Review Board Panel B approved sign plan for Portera at the Grove during their last meeting, and Panel A will not have a meeting October 13<sup>th</sup>.

Councilor Stevens – (*Planning Commission; CCI; Wilsonville Seniors Liaison*) announced the Planning Commission will be hosting the Frog Pond area planning open house on October 16<sup>th</sup>, and the next meeting date of the Commission. The Councilor noted the Library Foundation Annual Dinner and Auction scheduled for October 11<sup>th</sup>; and the Charbonneau Art Festival set for October 25<sup>th</sup> as well as the Willamette Water Supply Consortium meeting on the 28<sup>th</sup>.

**CONSENT AGENDA**

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

**A. Resolution No. 2490**

A Resolution Of The City Of Wilsonville Approving A Design-Build-Operate Agreement Amendment With CH2M Hill To Construct A Temporary Repair To The City's Wastewater Treatment Plant Outfall Pipe. (staff – Mende)

**B. Minutes of the September 4 and 15, 2014 Council Meetings. (staff – King)**

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

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

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**PUBLIC HEARING**

Mr. Kohlhoff read Ordinance No. 749 by title only on first reading.

A. **Ordinance 749** – 1<sup>st</sup> Reading

An Ordinance Of The City Of Wilsonville Amending Chapter 10 Of The Wilsonville Code By Amending Section 10.240 Control Of Dogs To Adopt 2014 Changes To Clackamas County Code 5.01. (Staff – Kohlhoff)

Mayor Knapp called to order the public hearing on Ordinance No. 749 at 9:40 p.m. and stated the hearing format.

The staff report was presented by Barbara Jacobson, Assistant City Attorney and Police Chief Jeff Smith.

The issue before City Council is whether to adopt the amended Clackamas County Dog Control Ordinance, containing 2014 amendments intended to more precisely address what constitutes excessive dog barking, for which a dog owner may be cited, as well as provide clarification to some definitional terms. The Clackamas County Sheriff has requested that the City re-adopt the revised Ordinance which contains the changes, in order to give Clackamas County law enforcement the authority to enforce these new provisions in Wilsonville.

In 2006, the City adopted the Clackamas County Dog Control Ordinance pursuant to Resolution No. 1977, which contained provisions to address barking dogs. Since adoption, the combination of funding cutback and an unclear definition of what constitutes a continuous barking dog offence have hindered law enforcement officials from enforcing the dog barking portion of the Clackamas County Dog Control Ordinance. As a result, in 2014 Clackamas County amended that Ordinance to more clearly define when a dog's barking constitutes a continuous annoyance that is a citable offense in terms of time and frequency. The Clackamas County Sheriff has therefore asked the City of Wilsonville to re-adopt the Ordinance to incorporate these new amendments. All changes except those related to continuous annoyance (barking dogs) are effective as of October 29, 2014. Changes related to the barking dogs offense, are effective as of January 5, 2015. As with the recently enacted changes to the City's Code regarding leash and scooping, Ordinance No. 737, the Police Chief has stated that the deputies will be instructed to start with warnings and education of the public before issuing any citations and imposing the related fines. Finally, the Ordinance provides that future amendments to the Clackamas County Dog Control Ordinance may be adopted pursuant to Resolution in lieu of the more cumbersome and protracted Ordinance process.

The proposed Ordinance is expected to give law enforcement clearer authority to address continuing barking dog complaints.

Ms. Jacobson stated the ordinance includes a definition for "Continuous Annoyance" which specifically applies to dogs and reads, "Continuous annoyance means any dog that unreasonably causes annoyance, alarm or noise, disturbance to any person by barking, whining, screeching, howling, or making other sounds which may be heard beyond the boundary of the owner's or

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keeper's property, either as an episode of continuous noise lasting for a minimum period of thirty (30) minutes or repeated episodes of intermittent noise lasting for a minimum period of 45 minutes within a 24-hour period."

Along with this provision, Clackamas County has instituted a new protocol for law enforcement and city/county staff for enforcement of the ordinance when there is a dog deemed to be a continuous annoyance.

Ordinance No.749 will allow Chief Smith's staff to enforce the ordinance in Wilsonville and officers will be able to cite offenders into the City's municipal court or Clackamas County.

Chief Smith stated the County delayed enforcement of the continuous annoyance portion of the ordinance until January 5, 2015. Steps that would be taken prior to issuing a citation include working with the neighbors, then mediation, and enforcement.

Mayor Knapp asked for clarification on citations being filed with Clackamas County in Section 5.01.070(a)(1).

Mr. Kohlhoff said generally speaking the citation can be issued to Clackamas County if it gets that far and it is appropriate.

Ms. Jacobson said offenders can be cited into the City's municipal court, since the City has adopted the County ordinance as a City ordinance to make the enforcement uniform.

Chief Smith thought the language mandated the citation go through the County system, and some language adjustment may be in order.

Mr. Kohlhoff indicated staff could bring additional language amending the ordinance of having the option of the citation going through Wilsonville Municipal Court on second reading.

Ms. Jacobson referred to the protocol that needs to occur before a citation is issued to the owner.

Councilor Stevens wanted to know how a complainant proves the dog has been barking for a half hour.

Chief Smith offered when someone calls the Department to report a continuous barking dog, and if it takes the officer 10-15 minutes to arrive at the scene, and the dog is still barking; the officer can gauge it that way.

Ms. Jacobson added the City was re-adopting the entire Clackamas County package, and every time the County amends it, the City needs to adopt an amendment.

Councilor Fitzgerald appreciated how the ordinance would be enforced from a community perspective and that it is a rare situation where the ordinance would be enforced.

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Councilor Stevens asked for an explanation of the term “dog at large” when the City has an ordinance requiring dogs to be kept on a leash.

Ms. Jacobson explained in the City Code there are specific regulations with respect to animal cruelty and dog control and that’s where that last amendment you are referring to is located. It also says the city has adopted the Clackamas County ordinance except as modified by this section. If the City ordinance is more specific on a certain point, then that is how it will be enforced.

Chief Smith said the City’s ordinance is more comprehensive than the County’s.

Mayor Knapp invited public testimony, hearing nothing he closed the public hearing at 9:54 p.m.

**Motion:** Councilor Stevens moved to approve Ordinance No. 749 on first reading. Councilor Starr seconded the motion.

Mr. Kohlhoff confirmed the maker of the motion and seconder agreed to include the direction to staff to come back with the amendment on second reading.

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

**CITY MANAGER’S BUSINESS**

A. Quarterly Goals Update will take place at the next meeting due to the lateness of the hour.

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

**ADJOURN**

The Mayor adjourned the Council meeting at 9:55 p.m.

Respectfully submitted,

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Sandra C. King, MMC, City Recorder

ATTEST:

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Tim Knapp, Mayor