

**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, November 4, 2013. Mayor Knapp called the meeting to order at 7:13 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  
Councilor Fitzgerald  
Councilor Stevens

Staff present included:

Bryan Cosgrove, City Manager  
Jeanna Troha, Assistant City Manager  
Mike Kohlhoff, City Attorney  
Sandra King, City Recorder  
Kristin Retherford, Economic Development Manager  
Joanne Ossanna, Finance Director  
Holly Miller, Information Systems Manager  
Delora Kerber, Public Works Director  
Eric Mende, City Engineer  
Stephan Lashbrook, SMART Director

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**

### Welcome to Kitakata Sister City Delegation

Mayor Knapp welcomed Wilsonville's Sister City delegation from Kitakata, Japan to the Council meeting. The Mayor noted the sixteen students and two chaperones began their visit October 29<sup>th</sup> and were staying with local host families, visiting regional sites, and participating in activities at the Wilsonville High School.

Bev Schalk, President of Wilsonville's Sister City program noted this was the 25<sup>th</sup> Anniversary of the Sister City agreement, and she hoped the program would remain strong and viable. She noted information about the program is available on Facebook.

### Proclamation Declaring November 15, 2013 "America Recycles Day"

Mayor Knapp read the proclamation into the record.

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Upcoming Meetings

The Mayor announced upcoming meetings and noted he gave the commencement address at Pioneer Pacific College and attended regional meetings on behalf of the City.

**COMMUNICATIONS**

A. Metro Councilor Craig Dirksen, Metro Projects Update

Metro Councilor Craig Dirksen provided a general update on projects Metro is working on including transportation planning and projects; land use planning updates; a community investment initiative; climate smart communities; natural areas programs; and the Willamette Falls area redevelopment. He also spoke about what was happening at Metro venues.

B. WWTP Awarded “Project of the Year” by Oregon Chapter of American Public Works Association (APWA) Award (staff – Kerber)

Delora Kerber, Public Works Director and Eric Mende, Capital Projects Engineering Manager, announced the City received the 2013 Project of the Year Award from the Oregon Chapter of the American Public Works Association for the Waste Water Treatment Plan project. This project is the first design-build-operate-delivery platform in the Northwest which focused on minimizing energy use and the carbon footprint through technical innovation.

This award recognizes excellence, innovation and cooperation with regard to management and administration of public works projects through the alliance of the managing agency, consultant and contractor.

Mr. Mende added the project has been a team effort and the award should be shared with CH2M Hill and the owners’ representative consultants.

**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.

There were none.

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

Council President Starr – Park & Recreation Advisory Board, Chamber/City Leadership liaison, had no liaison reports. He announced the URA strategic plan meeting date in December, and invited the public to attend the Budget Committee’s Workshop slated for November 21<sup>st</sup>.

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Councilor Goddard – Library Board, Chamber Board, and Clackamas County Business Alliance liaison, announced Fall Leaf Day set for November 16<sup>th</sup>; and the next meeting date of the Clackamas County Business Alliance Board.

Councilor Fitzgerald – Planning Commission; Committee for Citizen Involvement; and Library Board liaison reported the Library Board is moving ahead on their strategic planning; the Planning Commission would discuss Goal 10 Housing Needs Analysis at their next meeting; the Tourism Strategy Task Force will meet next November 12<sup>th</sup>; and there would be a Veteran’s Day observance ceremony at the Visitor Center on November 11<sup>th</sup>.

Councilor Stevens – Development Review Panels A and B; Wilsonville Seniors liaison announced the November 11<sup>th</sup> meeting of the DRB Panel-A is cancelled. She reported on the approvals granted during the last DRB Panel-B meeting, and noted the Seniors would be holding a Thanksgiving Luncheon. The Councilor invited the public to participate in the Reindeer Romp event the first part of December.

**CONSENT AGENDA**

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

- A. **Resolution No. 2442**  
A Resolution Of The City Of Wilsonville Authorizing An Intergovernmental Agreement Between Metro And Wilsonville Accepting A Construction Excise Tax Grant To Fund The Frog Pond / Advance Road Planning Project. (staff – Mangle)
  
- B. **Resolution No. 2443**  
A Resolution Or The City Of Wilsonville Incorporating Previously Approved Quasi-Judicial Zoning Map Amendments Onto The Official Zoning Map And Readopting The Official Zoning Map. (Staff – Neamtzu)
  
- C. **Resolution No. 2444**  
A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Design And Build Contract With North Sky Communications, Inc. For Fiber Optic Cable Installation (Capital Improvement Project #8093). (staff – Miller)

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

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

**CONTINUING BUSINESS**

Mr. Kohlhoff read each of the titles of Ordinances No. 725, 726, 727, 728, 729 and 730 into the record on second reading. The hearing was left open to receive responses from other taxing districts who met after the City’s October 21<sup>st</sup> meeting. The Clackamas County Board of

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Commissioners, and Clackamas County Library and Clackamas County 4-H boards took an advisory vote during their last meeting. It was expected they would formalize those votes during their meetings Thursday, November 7<sup>th</sup>.

Ms. Retherford added the City had received 96 percent approval from Washington County taxing districts. For properties in Clackamas County the City has over the 75 percent required; if the Board of County Commissioners repeats the same vote as their advisory vote, the City would have 97.1 percent concurrence.

Mayor Knapp closed the public hearing at 8:10 p.m.

- A. **Ordinance No. 725**– Second Reading  
An Ordinance Making Certain Determinations And Findings Relating To And Approving A Single-Property Urban Renewal Plan Known As The **26755 SW 95<sup>th</sup> Avenue** TIF Zone. (staff – Retherford)

**Motion:** Councilor Goddard moved to approve Ordinance Nos. 725-730 on second reading. Councilor Starr seconded the motion.

Mayor Knapp complimented staff, members of the business community and the public for their innovative work leading to this point. He believed the TIF Zone program has the potential of pushing the City’s economic vitality in a positive direction leaving the City well positioned. The Mayor thanked Council President Starr for chairing the Task Force.

Councilor Starr thanked Ms. Retherford and the Task Force for their work.

**Vote:** Motion carried 5-0  
Councilor Starr - Yes  
Councilor Goddard - Yes  
Councilor Fitzgerald - Yes  
Councilor Stevens - Yes  
Mayor Knapp - Yes

- B. **Ordinance No. 726** – Second Reading  
An Ordinance Making Certain Determinations And Findings Relating To And Approving A Single-Property Urban Renewal Plan Known As The **9805 SW Boeckman Road** TIF Zone. (staff – Retherford)

- C. **Ordinance No. 727** – Second Reading  
An Ordinance Making Certain Determinations And Findings Relating To And Approving A Single-Property Urban Renewal Plan Known As The **25600 SW Parkway Center Drive** TIF Zone. (staff – Retherford)

- D. **Ordinance No. 728** – Second Reading

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An Ordinance Making Certain Determinations And Findings Relating To And Approving A Single-Property Urban Renewal Plan Known As The **27255 SW 95<sup>th</sup> Avenue** TIF Zone. (staff – Retherford)

E. **Ordinance No. 729** – Second Reading

An Ordinance Making Certain Determinations And Findings Relating To And Approving A Single-Property Urban Renewal Plan Known As The **29899 SW Boones Ferry Road** TIF Zone. (staff – Retherford)

F. **Ordinance No. 730** – Second Reading

An Ordinance Making Certain Determinations And Findings Relating To And Approving A Single-Property Urban Renewal Plan Known As The **Bldg. 83- 26440 SW Parkway Avenue** TIF Zone. (staff – Retherford)

**CITY MANAGER’S BUSINESS**

Mr. Cosgrove reported staff has followed up with the property owners who attended the October 29<sup>th</sup> Basalt Creek work session to answer their questions and provide information.

There will be no December 16, 2013 Council meeting.

The City Manager had the opportunity to deliver Meals on Wheels to homebound seniors, and thanked the volunteers for their work.

**LEGAL BUSINESS** - There was no report from the City Attorney.

**ADJOURN**

Mayor Knapp adjourned the Council meeting at 8:14 p.m.

Respectfully submitted,

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Sandra C. King, MMC, City Recorder

ATTEST:

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Tim Knapp, Mayor