

CITY OF WILSONVILLE
CITY COUNCIL MEETING MINUTES

A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:00 p.m. on Monday, August 6, 2018. Mayor Knapp called the meeting to order at 7:01 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

Mayor Knapp
Council President Starr
Councilor Stevens - Excused
Councilor Lehan
Councilor Akervall

Staff present included:

Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager
Nancy Kraushaar, Community Develop. Director
Susan Cole, Finance Director
Mark Ottenad, Public/Government Affairs Director
Andy Stone, IT Manager
Kimberly Rybold, Associate Planner
Miranda Bateschell, Planning Manager
Dan Pauly, Senior Planner

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 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor Akervall	Yes

COMMUNICATIONS

A. Clackamas County Public Health Division, Tobacco Retail Licensing

Dr. Dawn Emerick along with Clackamas County Public Health Division staff presented on the proposed framework for a county-wide Tobacco Retail Licensing (TRL) to prevent youth access to tobacco and nicotine products.

Dr. Emerick informed that TRL requires businesses located in the county to obtain an annual license to sell tobacco and other nicotine products, including electronic cigarettes. It is part of

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Clackamas County's comprehensive strategy to prevent youth from using nicotine products and end the burden of tobacco-related disease and death.

It was stated that TRL is a tool that can be used to improve enforcement of existing federal, state, and local tobacco laws. TRL enables local jurisdictions to identify retailers, monitor their compliance with these laws, and enforce penalties if tobacco is sold to persons under the age of 21. TRL reduces illegal sales to minors through retailer education and enforcement of laws.

In closing the Clackamas County Public Health Division is requesting support for the TRL program from Council in the form of a resolution.

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.

Pat Wolfram along with Richard (Dick) Spence spoke about the upcoming Relay for Life, Wilsonville Evening of Hope.

Mayor Knapp then read the Relay for Life proclamation listed on the agenda under Mayor's Business. The proclamation declared the 16th day of August, 2018 as "Wilsonville Relay for Life Day" and presented a proclamation to the Relay for Life Committee.

Mayor Knapp invited additional speakers.

Resident Laurie Shonkwiler spoke in support of banning single use plastic bags in the City of Wilsonville.

City Manager Cosgrove reported that staff had begun researching the topic of banning plastics bags.

MAYOR'S BUSINESS

A. Relay for Life Proclamation

The Mayor read a proclamation declaring the 16th day of August, 2018 as "Wilsonville Relay for Life Day" during Citizen Input & Community Announcements.

B. Upcoming meetings

Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City. The Mayor also mentioned that the 30th Anniversary with the Kitakata delegation, which will be here at the end of August. It was shared that the group will be attending the August 20, Council meeting and will be in attendance at the Community Block Party.

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COUNCILOR COMMENTS

A. Council President Starr

Council President Starr shared the below:

- August 7, 2018 National Night Out.
- Final Rotary Concert featuring Cloverdayle on Thursday at 5:30 p.m.
- Wilsonville Farmers Market is held at Sofia Park on Thursdays beginning at 4:00 p.m.
- Congratulated Bren Lipsey on graduating with a Ph.D. from the University of Washington.

B. Councilor Lehan

Councilor Lehan informed the audience of the following:

- She he has been working along with staff on the panels for Beauty and the Bridge.
- Brewfest will be held at the Piazza located in Villebois on August 11, 2018.
- Farmer's Market at Sofia Park occurs every Thursday night, now thru the end of the harvest season.

C. Councilor Akervall

Councilor Akervall stated:

- She attended the Fun in the Park event and appreciated the volunteers for their hard work.
- August 10 and 24 are the last two dates for the Movies in the Park this summer.

CONSENT AGENDA

Ms. Jacobson read the title of the Consent Agenda items into the record.

A. **Resolution No. 2704**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute The First Amendment To The Professional Services Agreement With Carollo Engineers, Inc. For Bid Support And Construction Engineering Services For The Water Treatment Plant Surge Tank Project (Capital Improvement Project #1111).

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

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor Akervall	Yes

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PUBLIC HEARING

A. **Resolution No. 2697**

A Resolution Of The City Of Wilsonville Adopting A Concept Plan For The Basalt Creek Planning Area.

Ms. Jacobson read the title of Resolution No. 2697 into the record.

Mayor Knapp provided the public hearing format and opened the public hearing at 8:01 p.m.

Miranda Bateschell, Planning Manager along with Nadine Appenbrink from Fregonese Associates presented on the legislative public hearing on the Basalt Creek Concept Plan. Ms. Bateschell commented that the joint concept planning by two cities is a fairly unique process in the region.

The below project history timeline was made known:

2004: Metro brought Basalt Creek Planning Area into UGB

2010: Metro awarded CET Grant to fund Concept Planning

2011: Concept Planning Inter-governmental Agreement

2011-2013: Washington County, Metro, Tualatin, and Wilsonville with ODOT participating to define transportation spine

2013: Basalt Creek Transportation Refinement Plan adopted

2014-2016: Basalt Creek Concept Planning and Scenario Analysis

2017-2018: Central Subarea studies

January 2018: IGA executed to resolve the Central Subarea land use designation

May 2018: Central Subarea arbitration complete, 120-day adoption period begins

July 2018: Basalt Creek Concept Plan draft for review

Staff used the below bullet points to answer the question of what is a concept plan and then demonstrated how the Basalt Creek Concept meets all the goals and objectives.

What is a concept plan?

- Identifies a vision and guides future land use and transportation decisions for the planning area.
- Ensures area has capacity to contribute to local and regional land use and transportation goals.
- Ensures compliance with state land use goals, regional policies, and other plans, including existing transportation plans.
- Sets the framework for future development and outlines implementation for future:
 - urban services (transportation, water, sanitary sewer, and storm water systems);
 - public services (such as transit, parks, and open space), and
 - natural and cultural resources protection.

Staff recited the following guiding principles that were established early on in the process:

- Maintain and complement the Cities unique identities.
- Capitalize on the area's unique assets and natural location.

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- Explore creative approaches to integrate jobs and housing.
- Create a uniquely attractive business community unmatched in the metropolitan region.
- Ensure appropriate transitions between land uses.
- Meet regional responsibility for jobs and housing.
- Design cohesive and efficient transportation and utility systems.
- Maximize assessed property value.
- Incorporated natural resource areas and provide recreational opportunities as community amenities and assets.

An overview of the implementation process and future steps is as follows:

- Adopt Concept Plan
 - July 11, 2018 Wilsonville Planning Commission – approved Res. LP18-0005
 - July 19, 2018 Tualatin Planning Commission – informational
 - July 23, 2018 Tualatin City Council Meeting – motion passed
 - Aug 6, 2018 Wilsonville City Council - adoption
 - Aug 13, 2018 Tualatin City Council Meeting - resolution
- Update Urban Planning Agreements (both cities, spring 2019)
- Update Comprehensive Plans (both cities by 5/2019)
- Review (update as needed) zoning/development code
- Annexation for Basalt Creek begins - at the option of property owner for both Tualatin and Wilsonville.

Following Council's discussion, Mayor Knapp invited public testimony.

The Mayor noted that Mr. Peter Watts provided a letter along with attachments to be added to the record.

Tom Re of Tualatin, appreciated the planners of both cities, especially Planning Manager Miranda Bateshell for the work on the Basalt Creek Concept Plan. Mr. Re agrees 100 percent on moving forward with the Basalt Creek Concept Plan.

Mayor Knapp invited additional speakers, seeing none he closed the public hearing at 8:36 p.m.

Mayor Knapp asked if there was any additional comments from the Council, City Manager and City Attorney. Hearing none, Mayor Knapp commented on the past and future process of the Basalt Creek Concept Plan.

Council appreciated planning staff for their responsiveness and thorough work completed during the entire process.

Motion: Councilor Lehan moved to approve Resolution No. 2697. Councilor Starr seconded the motion.

Vote: Motion carried 4-0.

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SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor Akervall	Yes

B. **Ordinance No. 818**

An Ordinance Of The City Of Wilsonville Repealing And Replacing Chapter 8 – Environment Of The Wilsonville Code And To Repeal Ordinance No. 482.

Ms. Jacobson read the title of Ordinance No. 818 into the record.

Staff sought a continuance of the public hearing for Ordinance No. 818 scheduled for August 6, 2018 to a date certain of August 20, 2018.

Motion: Councilor Starr moved to continue Ordinance No. 818 to August 20, 2018 meeting. Councilor Lehan seconded the motion.

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor Akervall	Yes

C. **Ordinance No. 825**

Accessory Dwelling Unit Development Code Amendments.

Ms. Jacobson read the title of Ordinance No. 825 into the record.

Staff recommended that Council continue the public hearing for Ordinance No. 825 to a date certain of October 1, 2018.

Motion: Councilor Starr moved continue Ordinance No. 825 to October 1, 2018 meeting. Councilor Lehan seconded the motion.

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor Akervall	Yes

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NEW BUSINESS

A. **Resolution No. 2701**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Proceed With Upgrading The City's Core Financial And Permitting Software To Products Within Tyler Technologies.

Ms. Jacobson read the title of Resolution No. 2701 into the record.

IT Manager, Andy Stone quickly briefed Council on Resolution 2701. The resolution authorizes staff to proceed with negotiating a new contract with the City's current provider, Tyler Technologies, in order to upgrade the City's core financial and permitting software.

Motion: Councilor Starr moved to approve Resolution No. 2701. Councilor Akervall seconded the motion.

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor Akervall	Yes

B. **Resolution No. 2698**

A Resolution Of The City Of Wilsonville Authorizing Removal Of A Non-Vehicular Access Reserve Strip Recorded On The 2017 Aspen Meadows Subdivision Plat.

Ms. Jacobson read the title of Resolution No. 2698 into the record.

Associate Planner Kimberly Rybold explained that when the City approved the first phase of Aspen Meadows, a reserve strip was required on the private street to prevent access to the subject property. At that time, the applicant had not secured a right to purchase the subject property and it was not anticipated that this would occur. Since the approval of Aspen Meadows, the applicant has secured the right to purchase the subject property and is now requesting that the reserve strip be removed in order to allow for the extension of the private street into the second phase of the Aspen Meadows subdivision. The extension of the private street will provide access for two additional lots and will terminate into a public street that will prevent any future extension of the private street.

Furthermore, it was disclosed that the Development Code states that any required reserve strips are placed under the jurisdiction of the Council. As such, the Council will have to pass a resolution removing this reserve strip in Aspen Meadows in order to facilitate the connection of the residential private access drive proposed in the proposed subdivision. As an alternative, if the reserve strip is

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to remain, the applicant would be required to install a barrier preventing vehicular access across this reserve strip from the proposed subdivision. While technically feasible, this approach would make emergency vehicular access to this drive more difficult and would result in a less coordinated development pattern between the two phases of Aspen Meadows.

Motion: Councilor Lehan moved to approve Resolution No. 2698. Councilor Starr seconded the motion.

Vote: Motion carried 4-0.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor Akervall	Yes

CONTINUING BUSINESS

Ms. Jacobson read the titles of Ordinance Nos. 823 and 824 into the record on second reading.

Mayor Knapp requested confirmation that the proposed plat for Canyon Creek South was included in the record as it was not in the electronic packet. Staff informed that the exhibit that is being referred to is the of the tentative subdivision plat which is part of the Development Review Board (DRB) record of approval. Moreover, it is referenced as one of the exhibits to the staff report, therefore it is part of the complete record. Staff also confirmed that the plat was handed out to Council and added to the Council packet at the first reading of the ordinances on July 16, 2018.

Councilor Akervall commented that she reviewed the packet for tonight's meeting. However, since she was not in attendance at the first reading for Ordinance Nos. 823 and 824 she will abstain from voting on these items.

A. **Ordinance No. 823** - 2nd Reading

An Ordinance Of The City Of Wilsonville Approving A Comprehensive Plan Map Amendment From Residential 0-1 Dwelling Units Per Acre To Residential 4-5 Dwelling Units Per Acre On Approximately 2.22 Acres Located At 28600 SW Canyon Creek Road South; The Land Is More Particularly Described As Tax Lot 6200, Section 13BD, Township 3 South, Range 1 West, Willamette Meridian, City Of Wilsonville, Clackamas County, Oregon. Scott Miller, Samm-Miller, LLC – Applicant For David Kersten – Owner.

Motion: Councilor Lehan moved to adopt Ordinance No. 823 on second reading. Councilor Starr seconded the motion.

Vote: Motion carried 3-0-1.

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SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor Akervall	Abstain

B. Ordinance No. 824 - 2nd Reading

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Residential Agriculture-Holding (RA-H) Zone To The Planned Development Residential-3 (PDR-3) Zone On Approximately 2.22 Acres Located At 28600 SW Canyon Creek Road South; The Land Is More Particularly Described As Tax Lot 6200, Section 13BD, Township 3 South, Range 1 West, Willamette Meridian, City Of Wilsonville, Clackamas County, Oregon. Scott Miller, Samm-Miller, LLC – Applicant For David Kersten – Owner.

Motion: Councilor Lehan moved to adopt Ordinance No. 824 on second reading. Councilor Starr seconded the motion.

Vote: Motion carried 3-0-1.

SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor Akervall	Abstain

CITY MANAGER’S BUSINESS

No Report.

LEGAL BUSINESS

A. Oregon Department of Aviation letter to Senator Courtney and Representative Kotek dated July 27, 2018.

Council was provided a copy of Oregon Department of Aviation letter to Senator Courtney and Representative Kotek dated July 27, 2018.

Discussion ensued regarding the Oregon Department of Aviation (ODA) notification of intent to apply for a preliminary federal grant requesting consideration of discretionary funding over \$33 Million with the Federal Aviation Administration (FAA) on August 8, 2018 for a runway extension at Aurora State Airport.

Staff recommended that Mayor Knapp phone the mayor of Salem on the issue. It was also recommended by staff that Council make a motion directing staff to create a letter for Mayor

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Knapp to sign along with the board chair of Clackamas County and the mayor of Salem. The letter drafted would communicate Council's concerns over the proposed Aurora Airport expansion. If the other entities do not wish to be included in the letter and/or are not able to participate due to time constraints, Wilsonville would still proceed with their own letter.

Motion: Councilor Lehan moved to authorize the letter expressing the concerns expressed tonight and previously about impacts. Councilor Akervall seconded the motion.

Vote: Motion carried 4-0.

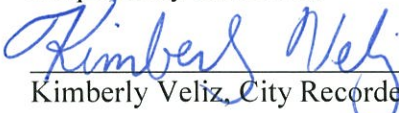
SUMMARY OF VOTES

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Excused
Councilor Lehan	Yes
Councilor Akervall	Yes

ADJOURN

Mayor Knapp adjourned the meeting at 9:18 p.m.

Respectfully submitted,



Kimberly Veliz, City Recorder

ATTEST:



Tim Knapp, Mayor