

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, October 2, 2017. Mayor Knapp called the meeting to order at 7:07 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
Councilor Lehan
Councilor Akervall

Staff present included:

Bryan Cosgrove, City Manager
Jeanna Troha, Assistant City Manager
Barbara Jacobson, City Attorney
Kerry Rappold, Natural Resources Manager, Natural Resources
Nancy Kraushaar, Community Development Director
Mark Ottenad, Public and Government Affairs
Angela Handran, Assistant to the City Manager
Robert Wurpes, Chief of Police

Mayor Knapp requested that there be two amendments to the agenda:

1. The introduction and welcoming of Robert Wurpes as Chief of Police, to be added as the first order of business under the communications section of the agenda.
2. Discussion of a potential action on a Development Review Board (DRB) consideration of the DW Fritz application, to be added under the legal business portion of the agenda.

Motion to approve the order of the agenda.

Motion: Councilor Starr moved to approve the order of the agenda with the two additions noted. Councilor Akervall seconded the motion.

Vote: Motion carried 5-0.

COMMUNICATIONS

- A. Introduction and Welcoming of Robert Wurpes as Chief of Police

Council welcomed new Chief of Police Robert Wurpes.

Chief Wurpes introduced himself and his family which included his wife Jeannette and two children, Page and Derrick. Chief Wurpes provided Council with a brief history of his background in law enforcement. Chief Wurpes mentioned he has been in law enforcement for 18 years, all while employed with the Clackamas County Sheriff's Department. Chief Wurpes suggested that he meet one-on-one with each of the Councilors in the near future to hear their concerns.

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Mayor Knapp presented Chief Wurpes with his formal City of Wilsonville badge. Pictures were taken of Mayor Knapp, Chief Wurpes and his family.

B. Blue Zone (Handran)

Angela Handran, Assistant to the City Manager introduced. Sarah Foster Executive Director, Oregon Healthiest State / Oregon Business Council provided a presentation on the Blue Zones Project (BZP). Presentation topics of discussion included the following:

Power 9: Traits of the World's Longest Lived People

- Move Naturally:
 1. Make daily physical activity unavoidable part of your environment
- Right Outlook:
 2. Know your purpose
 3. Downshift: work less, slow down, take vacations
- Eat Wisely:
- Eat until 80% full
 4. More veggies, less meat and processed food
 5. Drink a glass of red wine each day
- Belong:
 6. Create a healthy social network
 7. Connect/reconnect with religion
 8. Prioritize family

Measuring and improving well-being

- Purpose: Liking what you do each day and being motivated to achieve your goals.
- Social: Having supportive relationships and love in your life.
- Financial: Managing your economic life to reduce stress and increase security.
- Community: Liking where you live, feeling safe and having pride in your community.
- Physical: Having good health and enough energy to get things done daily.

Phases for a city to establish the blue Zones Program in their community include the below:

Phase 1: Discovery:

Members of the Blue Zones Project team meet with community leaders and community members from each sector to build upon the information learned during the site visit and from the statement of interest.

Phase 2: Planning: Expected Dates

Build out and train committees (volunteers from the community who will guide the project together with local staff)

Conduct policy summits with our national experts

Draft and finalize the Blueprint

Phase 3: Implementation: Expected Dates

Host a kickoff Event

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Create action plans for each committee
Begin Blueprint Implementation
Update the Blueprint annually

Phase 4: Sustainability + Expansion: Expected Dates
Community Certification Review
Certification Celebration
Launch Journey to Well-Being
Planning for Sustaining & Advancing
Transformation
Access to Experts, Tools & Resources
Annual Progress Evaluations &
Blueprint Update

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.

Steve Gregg of Wilsonville, opposes moving the dog park parking lot from its current location. Mr. Gregg appreciated staff for reviewing access options for the proposed dog park parking lot. However, has concerns about the traffic impacts that will be caused due to moving the proposed dog park parking lot. Additionally, he provided Council with five exhibits (A-E) highlighting his concerns on each document.

Mr. Gregg's exhibits A-E are appended to the minutes.

Nik Stice of Wilsonville, opposes DRB decision DB17-0011, 0020 - Villebois Regional Parks 7 and 8. Mr. Stice represented a group of residents that have concerns regarding the design concepts plan for recreational area on Coffee Lake Drive in Villebois. Mr. Stice informed Council that he and the group of residents he represents decided not to pursue the process of appealing the DRB decision. He added that the decision not to submit the appeal was intentional and was weighed heavily. The reason for not pursuing the appeal was primarily based on the discussions had with City staff and a land use attorney about whether or not the appeal process would allow the Council to peel back enough layers to reopen the Master Plan and reevaluate the design concepts in accordance to what was written in the plan. The consensus was no. Mr. Stice showed Council the marketing materials distributed by Polygon in which the groups frustration stems because they feel the materials are misleading.

Adam Hill of Wilsonville, opposes DRB decision DB17-0011, 0020 - Villebois Regional Parks 7 and 8. Mr. Hill echoed the concerns of the prior speaker, Mr. Stice. Mr. Hill added that on a personal note he and other new residents feel left out, disenfranchised, hurt, and tired over the outcome of Villebois Regional Parks 7 and 8.

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Council discussed the concerns brought up by Mr. Stice and Mr. Hill. Council questioned staff on the appropriate process to review Mr. Stice and Mr. Hill's concerns.

Attorney Jacobson informed that call-up is not technically the correct word to label reviewing this issue as the time has passed on calling-up DRB decision DB17-0011, 0020 - Villebois Regional Parks 7 and 8. She added that Council can reengage the process as it has been done in the past.

Council requested that staff summarize where the plans for Villebois Regional Parks 7 and 8 had begun and where they are now after discussions and compromises. Therefore, Council is able to review the impacts of any changes that may have already been made. And to better understand residents' concerns regarding noise and lights.

It was decided and agreed on by Council that staff would prepare the item for an upcoming work session. The work session would allow Council to broaden their understanding on the issue, learn the history, and gain knowledge on background that went into the decision. If after review and dialogue in the future work session Council could then decide to move further on in the process, at that point the City Attorney's office would then provide legal review.

City Manager Cosgrove requested that Mr. Stice and Mr. Hill submit in writing what they would view as a success for Villebois Regional Parks 7 and 8.

MAYOR'S BUSINESS

- A. Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.

COUNCILOR COMMENTS

- A. Council President Starr listed off upcoming community events. He then referred those interested in any of the events to visit the City's website and offices for more information.
- B. Councilor Stevens disclosed the RFID (radio frequency identification devices) tagging installation is complete. She noted that there is a 70% checkout rate with the RFID. The Historical Society continues to push forward in archiving collections. Furthermore, the summer reading program has ended with nearly 50 % of youth completing their reading program logs. Ms. Stevens noted that November 4, 2017 the Library Foundation will host "A Toast to Imagination" wine tasting at the library. Additionally, October 9, 2017 (Columbus Day) the library will be closed.

City Manager Cosgrove added the library closure on October 9, 2017 is due to an all staff training.

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- C. Councilor Lehan shared that she hosted a tour of the French Prairie area last week. The tour group was comprised of a busload of representatives and their staff to discuss the issues in French Prairie area relative to agricultural. Ms. Lehan also, reminded that City Hall is closed on Friday, November 10, 2017 in observance of Veterans Day.
- D. Councilor Akervall commented that children and adults alike enjoy the experience of checking out books with the RFID. Ms. Akervall shared that she enjoyed attending the League of Oregon Cities (LOC) conference. Ms. Akervall also mentioned that she attended dermatology clinic ribbon cutting.

CONSENT AGENDA

- A. Minutes of the August 7, 2017, August 24, 2017, September 7, 2017 and September 18, 2017 Council Meetings.

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

Vote: Motion carried 5-0.

CITY MANAGER'S BUSINESS

No report.

LEGAL BUSINESS

- A. Development Review Board (DRB) DB17-0008 through DB17-0010 (Site Modifications – 9600 SW Boeckman Rd, Relocation of DW Fritz).

Staff requested that City Council use the call-up process in order to remand the case back to the Development Review Board (DRB) so that the Board could make a decision on the application based on evidence to be presented by the Applicant. Due to a misunderstanding with respect to attendance, the Applicant was not present for the scheduled public hearing and was therefore unable to answer the DRB's questions with respect to these applications.

The following background information was provided to Council regarding DB17-0008 through DB17-0010 (Site Modifications – 9600 SW Boeckman Rd, Relocation of DW Fritz):

The DRB motion to approve the application failed on a 1-2 vote. Upon being contacted, the Applicant came to City Hall, but by the time he arrived, the hearing had been closed and two of the three DRB members had already left the building. The Applicant is very apologetic for this mistake and is eager to present their project to the DRB and respond to questions. Staff noted that the DRB acted appropriately in denying the application based on the lack of evidence and unanswered questions due to the Applicant's failure to attend, because the failure to attend was due to a misunderstanding.

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Council directed staff to bring the application back to the DRB for a re-hearing on the merits at the next DRB meeting. With the second public hearing to be scheduled for Monday, October 23, 2017.

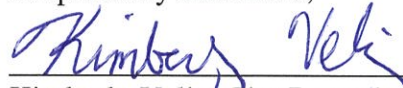
Motion: Councilor Lehan moved to call up and remand back to the DRB the matter of DB17-0008 through DB17-0010 which is site modifications for relocation of DW Fritz. Councilor Starr seconded the motion.

Vote: Motion carried 5-0.

ADJOURN

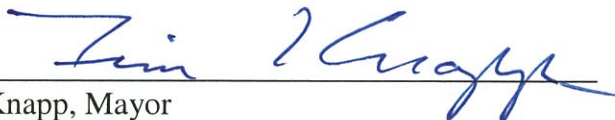
Mayor Knapp adjourned the meeting at 8:32 p.m.

Respectfully submitted,



Kimberly Veliz, City Recorder

ATTEST:



Tim Knapp, Mayor

EXHIBIT A

101.2.00 INTENT

101.2.01 Intent of Public Works Standards

These standards for constructing public facilities in the City of Wilsonville are intended to protect the public health, safety, and welfare by:

- a. Setting forth uniform material and workmanship standards
- b. Supplementing and completing the public health and safety requirements of Chapter 4 of the Wilsonville Code.
- c. Streamlining the administration and construction of public facilities in the City and minimizing repairs to these public facilities.

101.2.02 Interpretation

Where situations arise that are not clearly covered by these Standards, the City's authorized representative will review the issue on a case by case basis to determine the design and/or construction methodology acceptable to the City.

101.2.03 Order of Precedence

All federal, state, county (Clackamas or Washington) or local laws and ordinances are to be adhered to. If there is any conflict between the Standard Specifications and pertinent laws and ordinances, the laws and ordinances shall prevail.

If there is a conflict between approval documents, the document highest in precedence shall control. The order of precedence shall be:

First: Permits from other agencies or jurisdictions, as may be required by law.

Second: Land use decision-making authority's Conditions of Approval.

Third: City of Wilsonville master plans (latest editions): Parks and Recreation Master Plan, Transportation Systems Plan, Storm Water Master Plan, Wastewater Collection System Master Plan, Water System Master Plan.

Note: Permits, Land Use Conditions of Approval, and Master Plans are intended to provide the authority for what public facilities are to be constructed; the below public works detail drawings and standards and the various standards that follow describe how public facilities are to be constructed through the use of the approval component materials equipment, and methods set forth.

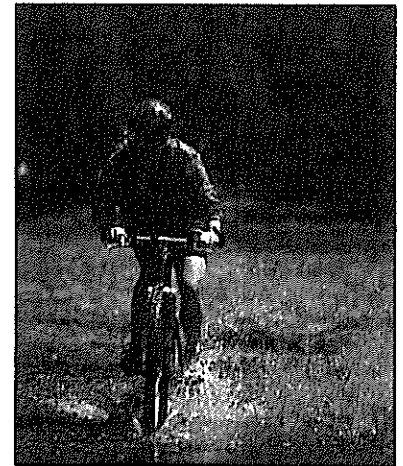
Fourth: City of Wilsonville *Standard Detail Drawings*.

Fifth: City of Wilsonville *Public Works Standards*.

DESIGN AND DEVELOPMENT GUIDELINES

B.1 OVERVIEW

The strength of a successful park system is that it provides a variety of park types and recreation opportunities throughout the community to encourage recreation participation from as many residents as possible. The ideal park system will provide an array of park sites with amenities and facilities appropriate to the unique culture of their surroundings. Site selection, park design, and development should support the function and purpose of each park type to ensure that diverse recreation opportunities are provided and community recreation needs are met. These planning decisions also should be based on the results of input from the most likely users. While national standards and the level of service within comparable communities should be taken into account, these comparisons serve as points of reference from which to view a local application of frequency, design, and amenities. Local demand and values provide the most significant guidelines for park site acquisition and development.



Beyond the general policies that guide all parks planning, this plan establishes guidelines specific to the design and development of new parks in Wilsonville, according to the following park types:

- Neighborhood parks;
- Community parks;
- Regional parks;
- Urban parks;
- Special use areas;
- Natural areas;
- Waysides
- Greenways/greenbelts.

For each park type, these guidelines note a recommended park size, layout, amenities, and long-range development issues for new parks, as these facilities meet the growing needs of the Wilsonville community. Existing parks may not fit within these guidelines.

EXHIBIT C

B.4 COMMUNITY PARKS

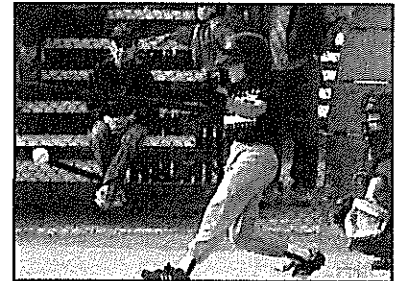
Description

- Community parks are larger parks that SERVE ALL CITY RESIDENTS and provide more ACTIVE AND PASSIVE RECREATION opportunities than neighborhood parks. These parks typically are designed for organized recreation activities. Community parks often include sport fields or other specialized facilities, which require more support facilities, such as parking and restrooms.
- Typical community park users:
 - Come from within 1 to 2 miles of the park.
 - Arrive by auto, bus, bicycle or foot.
 - Visit the park for one hour to three hours.



Benefits

- Provides a variety of ACCESSIBLE RECREATION OPPORTUNITIES for all age groups
- Provides ENVIRONMENTAL EDUCATION opportunities
- Serves RECREATION NEEDS OF FAMILIES
- Provides opportunities for COMMUNITY SOCIAL AND CULTURAL ACTIVITIES and positive COMMUNITY IDENTITY



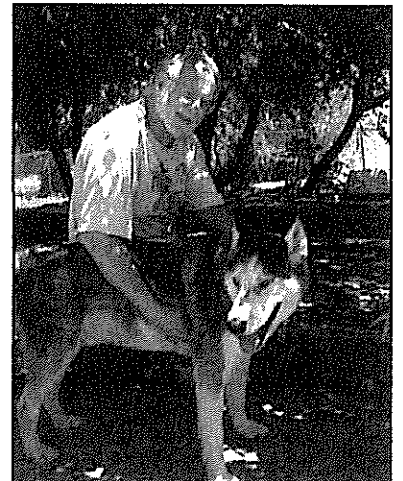
Site Selection Considerations

- MINIMUM SIZE: 7 acres, with at least 10 to 15 acres preferable.
- FRONTAGE: Site should front a public street.
- ACCESS: Should be provided via a collector or arterial street with sidewalks and bicycle lanes. Transit stop should be nearby.
- Walking or bicycling distance should not exceed 1 to 1.5 miles for the area the park is intended to serve.



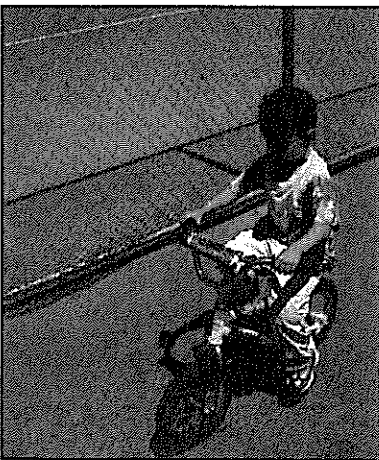
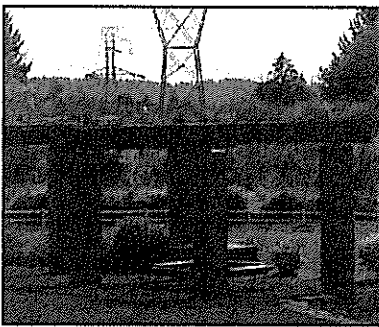
Amenities to Provide

- Site identification signage
- Appropriate site furnishings (picnic tables, benches, bike racks, drinking fountains, trash receptacles, etc.) for the intended scale and use of the park
- Tot and youth playground equipment or unique, innovative play environment selected to enhance the particular park and, if possible, highlight a piece of Wilsonville's environment and history
- Open turf area for unstructured play



Appendix B

- Active recreation facilities appropriate for the size, scale, and topography of the park. Options are listed below, under “Additional Amenities to Consider”
- General landscape improvements (including tree planting)
- Looped pathway system connecting park elements
- Picnic shelters, including one for groups of 25 to 30 people
- Permanent restrooms
- On or off-street parking, at about 5 spaces per developed park acre



Additional Amenities to Consider

- Sports fields for scheduled organized sports play or practice. Fields may be in complexes within the park, if space permits
- Volleyball courts
- Tennis courts
- Basketball courts
- Horseshoe pits
- Other sports facilities (disc golf, bocce, etc.)
- Field lighting
- Skate park
- Water playground
- Off-leash dog area
- Community gardens
- Interpretive signage
- Natural area protection and restoration opportunities (if present)
- Indoor recreation center or facility
- Public art
- Storage or maintenance buildings: If visible, these should be architecturally compatible with other park elements. Any exterior work areas should be screened from view
- Off-street parking: If scheduled fields are included, provide 50 spaces per field as a guideline

Amenities to Avoid

- Regional-scale facilities

Park Examples

- Boones Ferry Park (9.88 ac)
- Canyon Creek Park (8.28 ac)

B.5 REGIONAL PARKS

Description

- Regional parks, sometimes called metropolitan parks, are parks that are designed to **SERVE THE ENTIRE COMMUNITY AND BEYOND**. These parks accommodate large numbers of people and provide both active and passive recreation opportunities, along with facilities and features that attract users from Wilsonville and surrounding communities. Generally, regional parks provide a wide variety of specialized facilities, such as sports fields, indoor recreation facilities, or large picnic areas. Natural areas are often a major component.
- Typical regional park users:
 - Come from throughout the City and surrounding area.
 - Arrive by auto, bus, bicycle or foot.
 - Visit the park for one hour to more than four hours.



Benefits

- Provides a variety of **ACCESSIBLE RECREATION OPPORTUNITIES** for all age groups
- Provides **ENVIRONMENTAL EDUCATION** opportunities
- Serves **RECREATION NEEDS OF FAMILIES**
- Provides opportunities for **COMMUNITY SOCIAL AND CULTURAL ACTIVITIES** and positive **COMMUNITY IDENTITY**



Site Selection Considerations

- **SITE SIZE:** Depends on intended use, but should be sufficient to accommodate the site's unique features or amenities.
- **ACCESS:** Should be provided via a collector or arterial street.



Amenities to Provide

- Site identification signage
- Appropriate site furnishings (picnic tables, benches, bike racks, drinking fountains, trash receptacles, etc.) for the intended scale and use of the park
- General landscape improvements (including tree planting)
- Permanent restrooms
- On-street or off-street parking to accommodate the planned site use

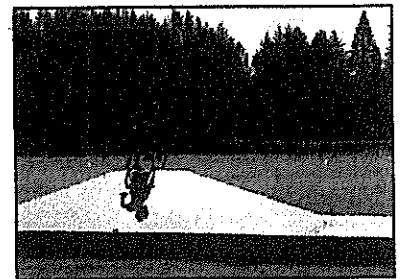


EXHIBIT E

2015 Development Code

277. South or South facing: True south, or 20 degrees east of magnetic south.
278. Special Flood Hazard Area: Means an area having special flood, mudslide (i.e., mudflow), and/or flood-related erosion hazards, and shown on an FHBM or FIRM as zone A, AO, AE, AH, VE, or V. [Amended by Ord. # 647, 4/21/08; Ord. 686, 11/1/10]
279. Specific Area Plan (SAP): A plan with a series of detailed components covering one of the five distinct areas of the Villebois Village Master Plan. These plans provide a higher level of analysis and detail than the Villebois Village Master Plan.
280. Stacked Flats: Two or more single-level dwelling units, the second arranged above the first, etc.
281. Start of Construction: Includes substantial improvement, and means the date the building permit was issued provided the actual start of construction, repair, reconstruction, placement or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [Added by Ord. # 647, 4/21/08; amended by Ord. 686, 11/1/10]
282. Stoop: A small uncovered platform or porch at the entrance to a dwelling, usually up several steps from the sidewalk.
283. Storage Area for Solid Waste or Recyclables: The space necessary to store mixed solid waste and source separated recyclables that accumulate between collection days. [Amended by Ord. #426 – 4/1/94]
284. Story: That portion of a building included between a floor and the ceiling next above it, exclusive of a basement.
285. Street: The entire right-of-way of a dedicated public way, which provides vehicular and pedestrian access to adjacent properties. Except in the Village zone, a right-of-way less than twenty (20) feet in width shall not be recognized as a street.
- * (286) Street, Arterial: A street used primarily for through traffic.
- * (287) Street, Collector: A street used to some extent for through traffic and to some extent for access to abutting properties.
288. Street, Frontage: A minor street parallel to and adjacent to a major street providing access to abutting properties and protection from through traffic.
289. Street, Half: A portion of the width of a street, usually along the edge of a development where the remaining portion of the street could be provided in