

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, April 15, 2013. Mayor Knapp called the meeting to order at 7:08 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	Kerry Rappold, Natural Resources Manager
Jeanna Troha, Assistant City Manager	Nancy Kraushaar, Community Development Director
Mike Kohlhoff, City Attorney	Joanne Ossanna, Finance Director
Sandra King, City Recorder	Steve Munsterman, PW Supervisor
Kristin Retherford, URA Manager	Dan Knoll, Communications
Mark Ottenad, Government Affairs Director	Angela Handran, Executive Assistant
Stephan Lashbrook, SMART Director	

Motion to approve the order of the agenda.

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

Vote: Motion carried 5-0.

MAYOR'S BUSINESS

Upcoming meetings were announced by the Mayor. He reported on the meetings he attended on behalf of the City including the Washington County State of the County address and the Clackamas County First 100 Days report given by Clackamas County Commissioners. The Mayor noted the Council held their annual Goal Setting retreat and the new goals will be presented at an upcoming Council meeting.

COMMUNICATIONS

A. Republic Services Update with Frank Lonergan and Elizabeth Start

Frank Lonergan, manager of Republic Services, introduced two new members of the company Elizabeth Start, business recycling coordinator and Derrick Reckman the new general manager of Republic Services.

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B. Wildfire Fuel Reduction Project

Kerry Rappold Natural Resources Program Manager explained the City is working with the Oregon Department of Forestry (ODF) and Tualatin Valley Fire and Rescue (TVF&R) on a project to reduce wildfire risk in the Boeckman Creek corridor. The purpose of the project is to remove ladder fuels and invasive species to create a defensible space between the adjacent homes and the top of the corridor. The Boeckman Creek corridor was identified as a high priority for wildfire risk reduction and will serve as a demonstration area.

Mayor Knapp suggested creating a video of the project to put on the city's website.

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.

Jan Katafias, expressed concern about the sale of the house on the Tooze Road property as described in Resolution No. 2401. Staff explained only the old house was sold and the buyer was responsible for removing the building and repairing the site at their sole expense. The land was not sold.

COUNCILOR COMMENTS, LIAISON REPORTS & MEETING ANNOUNCEMENTS

Council President Starr – Park & Recreation Advisory Board, Chamber/City Leadership; and Economic Development Task Force. Council President Starr reported at their last meeting the Parks and Recreation Board reviewed and awarded Tourism Grants; reviewed the plans for improvements to the Memorial Park Parking Lot; and the three possible sites for relocation of the sewer pump lift station in the park to remove it from the flood plain. The Councilor announced the annual WERK day.

Councilor Goddard – Library Board, Chamber Board, and Clackamas County Business Alliance. The Councilor announced the date of the next Library Board meeting. Applications for the Library Board were being accepted and interested persons should submit their application prior the May 10 deadline. He invited the public to participate in the SMART Walk At Lunch Day.

Councilor Fitzgerald – Planning Commission; Committee for Citizen Involvement; and Library Board liaison. Councilor Fitzgerald stated the Planning Commission had received the initial findings of the Goal 10 Housing Market data and would be conducting a public hearing on the Transportation System Plan update. She announced the Mother Son Barn Dance.

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Councilor Stevens – Development Review Panels A and B; Wilsonville Seniors. Councilor Stevens stated both DRB panels participated in a training session given by staff. The Wilsonville Seniors were working on updating their vision statement; and she announced Bulky Waste Day.

CONSENT AGENDA

- A. **Resolution No. 2407**
A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For **Rain Garden** Limited Partnership, A Low-Income Apartment Development Owned And Operated By Caritas Community Housing Corporation.
- B. **Resolution No. 2408**
A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For **Creekside Woods** LLP., A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.
- C. **Resolution No. 2409**
A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For **Autumn Park Apartments**, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.
- D. **Resolution No. 2410**
A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For **Charleston Apartments**, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.
- E. **Resolution No. 2411**
A Resolution Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For **Wiedemann Park**, A Low-Income Apartment Development Owned And Operated By Accessible Living, Inc.
- F. **Resolution No. 2412**
A Resolution Of The City Of Wilsonville Approving Application For A Metro Community Planning And Development Grant To Fund Concept Planning For The Frog Pond And Advance Road Areas, And A Master Plan For The Frog Pond Area.

Mr. Kohlhoff read the items of the Consent Agenda into the record by title only.

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

Vote: Motion carried 5-0.

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NEW BUSINESS

A. **Resolution No. 2413**

A Resolution Of The Wilsonville City Council, Adopting The Recommendations Of The Economic Development Strategy Task Force On Business Attributes And Incentives.

Mr. Kohlhoff read the title of Resolution No. 2413 into the record.

The staff report was prepared by Stephan Lashbrook, Kristin Retherford and Mark Ottenad. It is included here for background information.

“The Economic Development Strategy Task Force on Business Attributes and Incentives has completed a set of recommendations for City Council consideration.

Between November 2012 and March 2013, City staff members have worked with Terry Moore of the ECONorthwest consulting firm in facilitating the discussions of the Task Force. Council President Starr served as an ex-officio member and chaired the Task Force meetings.

This matter comes before the Council on April 15 because that is also the date that the Urban Renewal Agency Board will be considering a Resolution to implement the process of creating new Tax Increment Financing Zones, as supported by Wilsonville’s voters in March 2013.

If the Council accepts the recommendations of the Task Force it will be establishing City policy in terms of the provision of incentives for economic development, especially in terms of:

1. The reuse of under-utilized warehouse buildings;
2. Large traded sector headquarters;
3. Greenfield industrial developments; and
4. New medium sized manufacturing operations.

The implementation of the Task Force recommendations will occur incrementally, over some time. That implementation process has already begun with the March election, but numerous other steps will follow over the next few years, especially as the Coffee Creek and Basalt Creek industrial areas move towards development.

The Task Force recommendations are expected to have some budgetary implications. Implementation will certainly require considerable staff time involving the City’s internal economic development team as well as staff from the City Attorney’s office and the City Manager. Additionally, consultant assistance will be needed, particularly in dealing with the preparation of Urban Renewal plans and reports.

Adoption of the Task Force recommendations does not carry any immediate budget impacts; however, implementing specific initiatives may have budget impacts that need additional review.

All meetings of the Task Force were open to the public. Additionally, the work products of

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the Task Force have been placed on the City website for public review.

The community benefits by having a well-defined set of policies and activities for economic development. If enacted, individual businesses will eventually be the beneficiaries of incentives put in place as a result of these recommendations.”

Council President Starr left the dais to speak from the testimony table as Chair of the Economic Development Task Force. Mr. Starr made the following comments. After the City Council adopted an Economic Development Strategy in August of 2012, a 23-member Economic Development Strategy Task Force was convened in November. The Task Force was charged to discuss desired business attributes and the potential use of financial incentives for economic development and to formulate recommendations to the City Council. Mr. Starr served as Chair in an ex officio fashion for the Task Force.

The Task Force spent its first few meetings focused on the possible incentives for large employers with highly paid work forces and plans to make major capital investments in Wilsonville. The Task Force recommended consideration for tax increment financing (TIF Zones) at specific industrial sites that are primarily vacant or underutilized warehouses. The City Council placed this matter before Wilsonville voters as an advisory vote in March and the voters approved the TIF Zone concept overwhelming by a 79 percent margin.

The Task Force made a number of other recommendations:

- focus on the return on investment that the City will receive from the incentives that will be given;
- better to forego revenue than to incur future liabilities or debt;
- focus on special incentives not on things that are routinely offered; and
- do not focus on few targeted industries.

The Task Force concluded four opportunities were deemed worthy of consideration at this time:

- the reuse of vacant warehouses;
- large trade sector corporate headquarter campuses;
- greenfield industrial development; and
- new medium sized manufacturing businesses

Each of these opportunities could be addressed with various tools that the City has used before or is already considering such as SDC credits or Urban Renewal.

The Task Force recommends that the desirable business attributes and specific criteria should be considered when the city decides whether or not to offer the incentives. These attributes are:

- significant number of new jobs that pay more than the average wage;
- location that the community supports for development or redevelopment;
- efficient use of existing infrastructure such as roads, water or waste water;
- solid return on investment; and
- likelihood of business success

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The Task Force talked about livability in Wilsonville and making sure that whatever we chose to incent would provide the attributes we were looking for in a business partnership.

The Task Force felt specific criteria to be considered should be considered by the City Council and city staff, and the City Council and city staff should continue examining appropriate incentives for the retention of small businesses that are critical to the fabric of the community. The Task Force did not address small businesses but there was a recommendation it be looked at in the future, possibly with a small business incubator.

In a nutshell these recommendations of the Economic Development Strategic Task Force on business attributes and incentives are adopted by Resolution 2413. Mr. Starr commented as the chair of the Task Force it was important the Task Force lead the dialogue and process, not the desired outcome.

Mr. Starr introduced members of the Task Force at the table with him, Craig Olson, Ray Phelps, Fred Robinson, Dick Spence, Alan Steiger and Sandra Saran and invited them to comment.

Alan Steiger, Wilsonville resident, expressed his support of Resolution No. 2413, and submitted written comments for the record.

Ray Lister, resident and organizer for IBEW Local 48, stated this was his first foray into public service and a very positive experience. He thought the Task Force recommendations were a balanced approach, and he hoped the recommendations would help to guide Council decisions.

Ray Phelps served on the Task Force as President of Wilsonville Chamber of Commerce. He found his work on the Task Force one of the more rewarding opportunities he has had in the public sector. Task Force members focused on specific goals – new jobs, jobs that pay good wages, and the likelihood of business success. Mr. Phelps thought the retention of small business needed to be considered in the future.

Richard Spence urged Councilors to take Resolution No. 2413 and “run with it”. Mr. Spence complimented staff members Mr. Lashbrook, Ms. Retherford, and Mr. Ottenad for their work with the Task Force.

Craig Olson, Rockwell Collins, echoed the comments of the previous speakers. He encouraged Council to take the resolution to heart and come up with specific actions and policies going forward. Mr. Olson said the adoption of the resolution will continue to make Wilsonville attractive and competitive.

Mayor Knapp expressed appreciation on behalf of the Council to the Task Force members for volunteering their time. The Mayor was impressed with the quality of the discussion, interest of the members and the willingness to have candid conversations to develop a strategy for economic development. He thanked Council President Starr for his work chairing the Task Force.

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Mr. Lashbrook stated the entire Economic Development Task Force report and appendices are available on the City's website.

Motion: Councilor Goddard moved to adopt Resolution No. 2413. Council President Starr seconded the motion.

Councilor Fitzgerald commented this Task Force has set the bar very high from her observance of the meetings she attended. The input from the Task Force members and staff was outstanding.

Council President Starr acknowledged Task Force member Susan Meyers was in the audience. As chair of the Task Force he thanked the staff members who supported the Task Force, they were professional, knowledgeable and helpful and were part of the reason Wilsonville is the way it is. The Councilor has realized during his time on the Council that the city is an entity, one that is either becoming more vibrant and growing or one that is receding. It was important as a City to find ways to invest in ourselves since we were competing with other municipalities for business to locate here. The City should be looking at ways to be viable, attractive now and for years in the future.

Mr. Cosgrove sincerely thanked all of the citizen members who sat on the Task Force. Staff realizes serving on such a task force competes with family and leisure time activities.

Vote: Motion carried 5-0.

CONTINUING BUSINESS

- A. **Ordinance No. 715** – second reading
An Ordinance Of The City Of Wilsonville Amending Wilsonville Code Chapter 10 By Adding 10.425 To Prohibit Camping On Public Property and Rights of Way and Amending Chapter 10.430 Penalties.

Mr. Kohlhoff read Ordinance No .715 into the record by title only on second reading. Ordinance No. 715 was a companion ordinance to Ordinance No. 716. The two ordinances are presented to Council pursuant to Oregon Revised Statute 203.077.

Motion: Councilor Stevens moved to adopt Ordinance No. 715 on second reading. Councilor Fitzgerald seconded the motion.

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

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B. Ordinance No. 716 – second reading

An Ordinance Of The City Of Wilsonville Developing A Policy For The Removal Of Individuals, Their Personal Property And Campsites On Public Property.

Ordinance No. 716 was read by title only on second reading. Mr. Kohlhoff noted the change in the ordinance, section 6.400(1) extending the time for removal of a camp. He listed the information provided to the Councilors during the Work Session about resources available in the City and Clackamas County.

Mr. Kohlhoff noted there had been testimony presented during the public hearing about the 24-hour notice in advance of removal. A suggestion was made that the 24-hours was not a sufficient period of time in all circumstances. To address that Staff came back with additional language in Section 6.400 (1) to have the section read [new language underlined]:

6.400(1) Prior to the removal of any individual and/or their personal property from an established camping site on public property, law enforcement officials shall post a removal notice at the campsite, written in English and Spanish, twenty-four (24) hours in advance of removal, provided however, if law enforcement officials determine that the circumstances warrant an extension of time for removal to ensure humane treatment, the law enforcement officials may extend the notice time up to seventy-two hours in advance of removal;

This extension of time would allow law enforcement to use their expertise to assess the circumstances and situation, and provide and/or notify the resources available in the City and the County of the situation.

Mr. Kohlhoff noted the Council had received a packet of materials containing the following information:

- Memo from Patty Brescia regarding resources for homeless individuals, the services offered by Community Services department which focuses mainly on seniors, the number of homeless individuals serviced annually, and Homeless Council for the County contact information;
- Locations where services are provided in Clackamas County and contact information;
- Information card with phone numbers and locations will be revised and provided to the police officers to give to individuals they may come into contact with; and
- Memo from Chief Watt on how the Wilsonville Police Department approaches the situation from a law enforcement standpoint.

Mayor Knapp did not feel the additional phrasing in the amendment to Ordinance No. 716 Section 6.400(1) encouraged officers to evaluate whether or not the situation merits a different time frame.

Mr. Kohlhoff stated officers do evaluate situations on a case-by-case basis and whether additional time was necessary to remove the campsite. He noted jurisdictions that had formally adopted a policy for homeless camping all had a written 24-hour policy.

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Mayor Knapp proposed the following alternative wording to section 6.400(1) [shown as **bold**]. The Mayor was hoping to encourage evaluative process and that the amended language was a stronger charge to the officer to evaluate the particular situation in applying the law.

6.400(1) Prior to the removal of any individual and/or their personal property from an established camping site on public property, law enforcement officials shall post a removal notice at the campsite, written in English and Spanish, twenty-four (24) hours in advance of removal, provided however, ~~if~~ **that** law enforcement officials **are encouraged to determine that if** the circumstances warrant an extension of time for removal to ensure humane treatment, **in which instance** the law enforcement officials may extend the notice time up to seventy-two hours in advance of removal;

Mr. Kohlhoff thought the proposed language could work.

Mayor Knapp wanted the language to indicate and encourage an evaluative process, not a standard that required an exception.

Mr. Cosgrove pointed out in practice the officers do that now; the Mayor was asking that the practice be incorporated into the language of the ordinance.

Motion: Councilor Stevens moved to adopt Ordinance No. 716 on second reading with the changes proposed by the Mayor and the staff amendment. Councilor Fitzgerald seconded the motion.

Councilor Goddard thanked staff for their responsiveness to the comments made during the public hearing.

Councilor Fitzgerald appreciated the list of social service resources available in the City. She thanked the agencies the City partners with, and law enforcement and Community Services for their help.

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

CITY MANAGER'S BUSINESS

Mr. Cosgrove noted the Executive Staff would put together work plans to implement each of the Council's new Goals. The City Manager would also be presenting quarterly reports on the progress made on achieving the Goals to the Council. Mr. Cosgrove announced the hiring of the Parks and Recreation Director who would begin in early June.

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CITY ATTORNEY BUSINESS – There was no report.

ADJOURN

Mayor Knapp adjourned the Council meeting at 8:30 p.m.

Respectfully submitted,

Sandra C. King, MMC, City Recorder

ATTEST:

Tim Knapp, Mayor