



**PLANNING COMMISSION**  
**WEDNESDAY, JANUARY 9, 2019**

**III. INFORMATIONAL**

- A. City Council Action Minutes (December 3 & 17, 2018)

City Council Meeting Action Minutes  
December 3, 2018

**City Council members present included:**

Mayor Knapp  
Councilor Starr  
Councilor Stevens  
Councilor Lehan  
Councilor Akervall

Daniel Pauly, Senior Planner, Planning  
Chris Neamtzu, Community Develop. Director  
Cathy Rodocker, Finance Director  
Mark Ottenad, Public/Government Affairs Director  
Amanda Guile-Hinman, Assistant City Attorney  
Miranda Bateschell, Planning Manager  
Zach Weigel, Capital Projects Engineering Manager  
Patty Nelson, City Engineer  
Matt Palmer, Civil Engineer  
Dominique Huffman, Civil Engineer  
Steve Adams, Development Engineering Manager  
Zoe Monahan, Assistant to the City Manger

**Staff present included:**

Bryan Cosgrove, City Manager  
Barbara Jacobson, City Attorney  
Kimberly Veliz, City Recorder  
Jeanna Troha, Assistant City Manager

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	
A. Town Center Plan Update	Staff provided an update on the Town Center Plan. Additionally, it was requested that after the meeting Council submit any feedback to staff.
B. Water SDC	Staff and Council discussed amending water system development charges (SDC) to accommodate future infrastructure.
C. Recycling Surcharge Review	Staff briefed Council on the recycling surcharge resolution that will be on the agenda at the next City Council meeting.
D. Street Maintenance Program Update	Council was provided an update on the Street Maintenance program.
E. Draft Community Strategy for Arts, Heritage & Culture by Clackamas County Arts Alliance and Taylor Consulting	Taylor Consulting presented a draft of the City's community investment strategy in Arts, Heritage and Culture to Council for initial consideration and input.
F. Coffee Creek Industrial Area Stormwater Study PSA	Staff quickly briefed Council on Resolution No. 2713, authorizing the City Manager to execute a professional services agreement (PSA) with AKS Engineering & Forestry for phase 1 alternatives analysis and preliminary design services for the Coffee Creek industrial area regional stormwater facility project.

<b>REGULAR MEETING</b>	
<u>Communications</u> A. Clackamas County Drive to Zero	Council heard a presentation on current trends in fatal crashes including key causes and modes. Also, mentioned was policies and projects to address safety.
<u>Mayor's Business</u> A. Business Oregon General Application  B. Upcoming Meetings	Council made a motion to approve the Mayor to sign an application with Business Oregon for a \$3.6 million industrial site loan to provide the funding for improvements on Garden Acres Road. Motion passed 5-0.  Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.
<u>Consent Agenda</u> A. <b><u>Resolution No. 2713</u></b> A Resolution of the City of Wilsonville Authorizing the City Manager to Execute a Professional Services Agreement with AKS Engineering & Forestry for Phase 1 Alternatives Analysis and Preliminary Design Services for The Coffee Creek Industrial Area Regional Stormwater Facility Project (#7060).  B. <b><u>Resolution No. 2717</u></b> A Resolution Adopting the Canvass of Votes of the November 6, 2018 General Election.  C. Minutes of the October 1, 2018 Council Meeting.	The Consent Agenda passed, 5-0.
<u>City Manager's Business</u>	No report.
<u>Legal Business</u> A. Subaru Lawsuit  B. Land Use Board of Appeals (LUBA)	The City Attorney advised the Council that the City had prevailed in the case filed against the City by Subaru contesting its SDC charges.  The City Attorney informed Council that LUBA dismissed the appeal of the Metro arbitration concerning the Central Subarea in Basalt Creek.
<b>URBAN RENEWAL AGENCY</b>	
<u>Consent Agenda</u> A. Minutes of the November 5, 2018 and November 19, 2018 URA Meetings.	The URA Consent Agenda passed, 5-0.
<u>Public Hearing</u> A. <b><u>URA Resolution No. 292</u></b> A Resolution Authorizing A Supplemental Budget Adjustment For A Fiscal Year 2018-19.	URA Resolution No. 292 was approved, 4-1.
<b>ADJOURN</b>	9:36 p.m.

CITY COUNCIL ACTION MINUTES  
DECEMBER 17, 2018

**City Council members present included:**

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

Mark Ottenad, Public/Government Affairs Director  
Keith Katko, Assistant Finance Director  
Amanda Guile-Hinman, Assistant City Attorney  
Mike McCarty, Parks and Recreation Director  
Brian Stevenson, Parks and Rec. Program Manager  
Bill Evans, Communications & Marketing Manager  
Zach Weigel, Capital Projects Engineering Manager  
Elli Work, Grants and Programs Manager  
Tod Blankenship, Parks Supervisor  
Erica Behler, Recreation Coordinator  
Andrew Sheehan, Asset Management Coordinator  
Andy Stone, IT Director  
Taly Cohen, Law Clerk  
Scott Simonton, Fleet Services Manager  
Michelle Marston, Transit Outreach Program Coordinator

**Staff present included:**

Bryan Cosgrove, City Manager  
Barbara Jacobson, City Attorney  
Kimberly Veliz, City Recorder  
Jeanna Troha, Assistant City Manager  
Daniel Pauly, Senior Planner, Planning  
Chris Neamtzu, Community Develop. Director  
Delora Kerber, Public Works Director  
Cathy Rodocker, Finance Director

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	
A. "Electric Bus Art" – Presentation by SMART, Wilsonville High School and Arts & Technology School	Wilsonville students presented to Council the art they created to be wrapped around the SMART Buses.
B. Street Tree Replacement /In-fill Program	Staff and Council reviewed information related to the Street Tree Replacement/In-fill Program and discussed next steps.
C. Design Standards and Fees for Small Wireless Facilities	Staff presented and heard feedback from Council on the design standards and fees for the small wireless facilities. This item will be brought back to the January 7, 2019 Council meeting.
<b>REGULAR MEETING</b>	
<u>Communications</u>	
A. Comprehensive Annual Financial Report	Auditor Tonya Moffitt, CPA of Merina & Company, LLP updated Council on the annual audit of the City's 2017-18 Comprehensive Annual Financial Report.
<u>Mayor's Business</u>	
A. Outgoing City Councilor Presentation	Scott Starr was appreciated for his years of service as a City Councilor.

<p>B. Upcoming Meetings</p>	<p>Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.</p>
<p><u>Consent Agenda</u> A. Minutes of the November 27, 2018 Special Council Meeting.</p>	<p>The Consent Agenda was adopted 4-0.</p>
<p><u>Public Hearing</u> A. <b><u>Resolution No. 2702</u></b> A Resolution of the City of Wilsonville Adopting the 2018 Boones Ferry Park Master Plan.  B. <b><u>Resolution No. 2718</u></b> A Resolution of the City of Wilsonville Approving the Continuation and Modification of the Recycling Surcharge Rates for Keller Drop Box, Inc. (D/B/A Republic Services of Clackamas and Washington Counties).  C. <b><u>Ordinance No. 830</u></b> An Ordinance of the City of Wilsonville Approving a Zone Map Amendment from the Clackamas County Exclusive Farm Use (EFU) Zone to the Village (V) Zone on Approximately 25.69 Acres in the North Central Portion of Villebois from 110th Avenue to Calais East Subdivision, South of Tooze Road to Berlin Avenue; the Land is More Particularly Described as Tax Lots 7200, 7290, 7300, 7400, 7500, And 7600, Section 15AB, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Polygon WLH LLC, Applicant.</p>	<p>After a public hearing was conducted, Resolution No. 2702 was adopted 4-0.  After a public hearing was conducted, Resolution No. 2718 was adopted 4-0.  After a public hearing was conducted, Ordinance No. 830 was approved on first reading by a vote of 4-0.</p>
<p><u>City Manager's Business</u></p>	<p>Wished Council, staff and the community happy holidays.</p>
<p><u>Legal Business</u></p>	<p>Wished happy holidays to all.</p>
<p><b>ADJOURN</b></p>	<p>9:20 p.m.</p>