



PLANNING COMMISSION

WEDNESDAY, SEPTEMBER 9, 2020

III. INFORMATIONAL

- A. City Council Action Minutes (July 6 & 20, August 3 & 17, 2020)
(No staff presentation)

City Council Meeting Action Minutes
July 6, 2020

City Council members present included:

Mayor Knapp
Council President Akervall
Councilor Lehan
Councilor West - Excused
Councilor Linville

Jeanna Troha, Assistant City Manager
Keith Katko, Assistant Finance Director
Zoe Monahan, Assistant to the City Manager
Delora Kerber, Public Works Director
Rob Wurpes, Chief of Police
Dominique Huffman, Civil Engineer
Mike Nacrelli, Civil Engineer
Martin Montalvo, Public Works Ops. Manager
Andy Stone, IT Director
Beth Wolf, Information Systems Analyst
Bill Evans, Communications & Marketing Manager

Staff present included:

Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder

AGENDA ITEM	ACTIONS
WORK SESSION	
A. Police Policy, Reform and Local Alternative Staff Report	Council heard a summary of recent State laws adopted to ensure safer policing. They also learned about Clackamas County police policies and procedures that hold up against the #8cantwait police reform campaign.
B. 2020 Street Maintenance Contract Award	Due to time constraints there was no presentation provided for Resolution No. 2827, which authorizes the City Manager to execute a construction contract with Knife River Corporation - Northwest for construction of the 2020 Street Maintenance Project.
C. Public Works Complex Contract	Also, due to time constraints there was no presentation provided for Resolution No. 2828, which authorizes the City Manager to execute a contract with Scott Edwards Architecture LLP for final design and construction documents services for the complex project.
REGULAR MEETING	
<u>Mayor's Business</u>	
A. Citizens Academy Graduation	The 2020 Citizens Academy graduates were honored.
B. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.

<u>Communications</u> A. None.	
<u>Consent Agenda</u> A. <u>Resolution No. 2823</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With Stantec Consulting Services To Provide Engineering Consulting Services For The Water Treatment Plant Expansion Project (Capital Improvement Project #1144). B. <u>Resolution No. 2827</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With Knife River Corporation - Northwest For Construction Of The 2020 Street Maintenance Project (Capital Improvement Project 4014 And 4118). C. <u>Resolution No. 2828</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Personal Services Agreement Contract With Scott Edwards Architecture LLP For Final Design And Construction Documents Services For The Public Works Complex Project (Capital Improvement Project #8113).	The Consent Agenda was approved 4-0.
<u>New Business</u> A. <u>Resolution No. 2833</u> A Resolution Of The City Of Wilsonville Authorizing The City Of Wilsonville To Enter Into An Intergovernmental Agreement With Washington County For Reimbursement Of Small Business Emergency Assistance.	Resolution No. 2833 was adopted 4-0.
<u>Continuing Business</u> A. None.	
<u>Public Hearing</u> A. <u>Resolution No. 2830</u> A Resolution Authorizing A Supplemental Budget Adjustment For Fiscal Year 2020-21.	After a public hearing was conducted, Resolution No. 2830 was approved 4-0.
<u>City Manager's Business</u>	No report.
<u>Legal Business</u>	No report.
ADJOURN	9:28 p.m.

City Council Meeting Action Minutes
July 20, 2020

City Council members present included:

Mayor Knapp
Council President Akervall
Councilor Lehan
Councilor West
Councilor Linville

Cathy Rodocker, Finance Director
Mark Ottenad, Public/Government Affairs Director
Miranda Bateschell, Planning Director
Zach Weigel, Capital Projects Engineering Manager
Kimberly Rybold, Senior Planner
Martin Montalvo, Public Works Ops. Manager
Bill Evans, Communications & Marketing Manager
Beth Wolf, Information Systems Analyst
Matt Baker, Facilities Supervisor
Kerry Rybold, Natural Resource Manager
Dan Pauly, Planning Manager
Andy Stone, IT Director

Staff present included:

Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager
Chris Neamtzu, Community Develop. Director

AGENDA ITEM	ACTIONS
WORK SESSION	
A. I-5 Pedestrian Bridge and Gateway Plaza	Staff provided an update on the proposed I-5 Pedestrian Bridge project, including preliminary design drawings that display bridge and gateway plaza options.
B. TGM Grant Application for Basalt Creek Planning	Council was briefed on Resolution No. 2832, which supports the 2020 transportation and growth management (TGM) planning grant application to Oregon’s TGM Program for the Basalt Creek Development Code Implementation Project.
C. Membership with the RWPC	Council directed staff to pursue renewing the City’s participation in the Regional Water Providers Consortium (RWPC).
D. Urban Forest Management Plan	Council heard an update on the status of the City’s first comprehensive Urban Forest Management Plan.
E. 2021 LOC State Legislative Priorities Survey	Council established the City’s legislative priorities to respond to the League of Oregon Cities (LOC) legislative priorities survey.
REGULAR MEETING	
<u>Mayor’s Business</u>	
A. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.

<p><u>Communications</u></p> <p>A. State of the District/COVID-19 Update</p> <p>B. COVID-19 Facilities and Programs Update</p> <p>C. 2020 Community Survey</p>	<p>Tualatin Valley Fire & Rescue (TVF&R) Chief Weiss shared an update on the agency’s COVID-19 prevention plan.</p> <p>Staff provided an update on the City’s COVID-19 response efforts, including reimbursements, safety controls and environmental controls to reduce the risk of transmission.</p> <p>Staff shared results of the National Community Survey participation and satisfaction with City services.</p>
<p><u>Consent Agenda</u></p> <p>A. None.</p>	
<p><u>New Business</u></p> <p>A. <u>Resolution No. 2829</u> A Resolution Authorizing An Intergovernmental Agreement With The Urban Renewal Agency Of The City Of Wilsonville Pertaining To Short Term Subordinate Urban Renewal Debt For The Coffee Creek Area Plan District.</p> <p>B. <u>Resolution No. 2831</u> A Resolution Authorizing A Five Year Capital Interfund Loan From The General Fund To The Stormwater Operating Fund.</p> <p>C. <u>Resolution No. 2832</u> A Resolution Of The City Of Wilsonville Supporting The 2020 Transportation And Growth Management Planning Grant Application To Oregon’s Transportation And Growth Management Program For The Basalt Creek Development Code Implementation Project.</p> <p>D. <u>Resolution No. 2834</u> A Resolution And Order Amending Resolution No. 2818 To Further Extend The Local State Of Emergency And Emergency Measures, As Authorized By Resolution No. 2803.</p>	<p>Resolution No. 2829 was adopted 5-0.</p> <p>Resolution No. 2831 was adopted 5-0.</p> <p>Resolution No. 2832 was adopted 5-0.</p> <p>Resolution No. 2834 was adopted 5-0.</p>
<p><u>Continuing Business</u></p> <p>A. None.</p>	
<p><u>Public Hearing</u></p> <p>A. None.</p>	
<p><u>City Manager’s Business</u></p>	<p>Announced that the cover of the adopted budget book is dedicated to the remembrance of Tony Holt.</p>

	Reminded that the Planning Commission recruitment is active and closes on August 5, 2020.
<u>Legal Business</u>	No report.
URBAN RENEWAL AGENCY	
<u>Consent Agenda</u> A. Minutes of the June 15, 2020 URA Meeting.	The Consent Agenda was approved 5-0.
<u>New Business</u> A. <u>URA Resolution No. 309</u> A Resolution Authorizing An Intergovernmental Agreement With The City Of Wilsonville Pertaining To Short Term Subordinate Urban Renewal Debt For The Coffee Creek Area Plan District For The Purpose Of Funding The Construction Of Capital Improvement Projects By The Agency.	URA Resolution No. 309 was adopted 5-0.
ADJOURN	9: 40 p.m.

Special City Council Meeting Action Minutes
August 3, 2020

City Council members present included:

Mayor Knapp
Council President Akervall
Councilor Lehan
Councilor West
Councilor Linville

Staff present included:

Staff present included:
Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder
Beth Wolf, Information Systems Analyst

AGENDA ITEM	ACTIONS
WORK SESSION	
A. None.	
REGULAR MEETING	
<u>Mayor's Business</u>	
A. None.	
<u>Communications</u>	
A. None.	
<u>Consent Agenda</u>	
A. None.	
<u>New Business</u>	
A. <u>Resolution No. 2839</u> A Resolution Of The City Of Wilsonville Authorizing Acquisition Of Real Property From United Church Of Christ.	Resolution No. 2839 was adopted 5-0.
B. Draft Environmental Assessment Letter Response	Council moved to authorize staff to submit a letter in response to the draft environmental assessment that was completed on the Aurora Airport for work to be done within the airport facility. Motion passed 4-1.
<u>Continuing Business</u>	
A. None.	
<u>Public Hearing</u>	
A. None.	
<u>City Manager's Business</u>	No report.
A. None.	
<u>Legal Business</u>	No report.
A. None.	
ADJOURN	1:04 p.m.

City Council Meeting Action Minutes
August 17, 2020

City Council members present included:

Mayor Knapp
Council President Akervall
Councilor Lehan
Councilor West
Councilor Linville

Kimberly Veliz, City Recorder
Jeanna Troha, Assistant City Manager
Chris Neamtzu, Community Develop. Director
Zoe Monahan, Assistant to the City Manager
Beth Wolf, Information Systems Analyst,
Eric Loomis, Transit Operations Manager
Dwight Brashear, Transit Director
Andy Stone, IT Director
Delora Kerber, Public Works Director
Zach Weigel, Civil Engineer

Staff present included:

Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney

AGENDA ITEM	ACTIONS
WORK SESSION	
<p>A. Charbonneau Shuttle Pilot Program Update</p> <p>B. Community Enhancement Allocation FY 20-21</p> <p>C. Willamette River Water Treatment Plant (WRWTP) Filtration Pilot Study</p>	<p>Staff discussed plans to discontinue the Charbonneau-area shuttle.</p> <p>Council was briefed on Resolution No. 2837, which allocates Community Enhancement funds for FY 2020/2021.</p> <p>Staff informed Council of Resolution No. 2840, which authorizes the City Manager to enter into an IGA with the Willamette Water Supply System Commission to fund the Willamette River Water Treatment Plant Filtration Pilot Study.</p>
REGULAR MEETING	
<p><u>Mayor's Business</u></p> <p>A. Placeholder for Planning Commission Appointment</p> <p>B. City of Aurora Request</p> <p>C. Upcoming Meetings</p>	<p><u>Planning Commission</u></p> <p>Appointment of Breanne Tusinski to Planning Commission for a term beginning 8/17/2020 to 12/31/2022. Approved 5-0.</p> <p>City of Aurora Planning Commission Chair presented on behalf of the Aurora regarding a prospective appeal to LUBA on a Marion County land-use decision to re-zone EFU property near the Aurora State Airport to a rural industrial use.</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>Communications</u></p> <p>A. Oregon Department of Transportation Presentation on Tolling</p>	<p>ODOT updated the Council on five tolling alternatives under consideration to improve I-205 traffic flow and fund future road improvements.</p>
<p><u>Consent Agenda</u></p> <p>A. <u>Resolution No. 2835</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With Banzer Construction Company For Construction Of The I-5 Undercrossing Trail Improvement, Phase 2 (Capital Improvement Project #9146).</p> <p>B. <u>Resolution No. 2837</u> A Resolution To Allocate Community Enhancement Funds For Fiscal Year 2020/2021.</p> <p>C. <u>Resolution No. 2838</u> A Resolution Of The City Of Wilsonville Approving The City’s Membership In The Regional Water Providers Consortium (RWPC).</p> <p>D. <u>Resolution No. 2840</u> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Enter Into An Intergovernmental Agreement With Willamette Water Supply System Commission For The Willamette River Water Treatment Plant (WRWTP) Filtration Pilot Study.</p> <p>E. Minutes of May 20, 2019; June 3 & 17, 2019; July 1 & 15, 2019; August 5 & 19, 2019; October 7, 2019; November 18, 2019; December 2, 2019; January 6 & 23, 2020; February 3 & 18 2020; and August 3, 2020 Council Meetings.</p>	<p>The Consent Agenda was approved 5-0.</p>
<p><u>New Business</u></p> <p>A. Minutes of June 1, 2020 Council Meeting.</p>	<p>Minutes modified and approved 5-0.</p>
<p><u>Continuing Business</u></p> <p>A. None.</p>	
<p><u>Public Hearing</u></p> <p>A. None.</p>	
<p><u>City Manager’s Business</u></p>	<p>Shared the City would be hosting a shredding event on Saturday, September 26, 2020.</p>

	Informed a survey went out to staff regarding COVID-19 and any anxieties or concerns for the upcoming school year. Additionally, a focus group will be conducted to try to figure out how the City can assist employees with school age children.
<u>Legal Business</u>	No report.
ADJOURN	8:14 p.m.