



## CITY COUNCIL MEETING MINUTES

April 18, 2022 at 7:00 PM

City Hall Council Chambers & Remote Video Conferencing

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### CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance

A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:00 p.m. on Monday, April 18, 2022. The Mayor called the meeting to order at 7:00 p.m., followed by roll call and the Pledge of Allegiance.

### PRESENT

Mayor Julie Fitzgerald  
Council President Kristin Akervall  
Councilor Ben West  
Councilor Joann Linville

### ABSENT

Councilor Charlotte Lehan

### STAFF PRESENT

Bryan Cosgrove, City Manager  
Philip Bradford, Associate Planner  
Ryan Adams, Assistant City Attorney  
Kerry Rappold, Natural Resources Manager  
Matt Palmer, Associate Engineer  
Cindy Luxhoj, Associate Planner  
Kimberly Veliz, City Recorder  
Jeanna Troha, Assistant City Manager  
Zoe Mombert, Assistant to the City Manager  
Dwight Brashear, Transit Director  
Kelsey Lewis, Grants & Programs Manager

3. Motion to approve the following order of the agenda.

**Motion:** Moved to approve the order of the agenda.

Motion made by Councilor West, Seconded by Council President Akervall.

**Voting Yea:**

Mayor Fitzgerald, Council President Akervall, Councilor West, Councilor Linville

**Vote:** Motion carried 4-0.

**MAYOR'S BUSINESS**

4. Upcoming Meetings

The Mayor then reported on the following events that occurred since the City Council last met:

**Greater Portland Inc. (GPI) Economic Development Trip**

- The Mayor reported that she along with Council President Akervall, Economic Development Manager Matt Lorenzen, attended the Greater Portland Inc. economic development trip to Nashville, Tennessee.
- GPI selected Nashville to visit as it has a number of things in common with the Portland area.
- The Mayor shared that Matt Lorenzen, Economic Development Manager had written a report on the GPI Economic Development trip.

**Charbonneau Activity Center Grand Opening**

- The Mayor and Councilor Linville participated in the grand opening dedication event at Charbonneau's new Community Center.
- It was explained that the Charbonneau neighborhood has many groups that meet, book groups, card groups, artistic trainings, all types of activities for which a new building was needed.
- The Mayor announced that it was Charbonneau's 50<sup>th</sup> anniversary.

**C4, Washington County Mayors, Washington County Coordinating Committee**

- The Mayor briefed City Council on the meetings she attended for Clackamas County and Washington County.
- The Mayor mentioned the presentation she had heard at the Clackamas County Coordinating Committee (C4) meeting was the best she had heard yet on housing and the houseless.

**Aurora State Airport Master Planning Process Advisory Council**

- The Mayor along with Councilor Lehan attended the meeting of the Aurora State Airport Master Planning Process Advisory Council.

- City of Wilsonville submitted a letter to the Aviation Board. The letter expresses concern about a number of points including inconsistency of data, the way the process is being handled, and other points that have not yet been addressed, such as why the Department of Agriculture is not involved in the process. The letter was copied to several state and federal elected officials. The letter had been provided to City Council and would be posted on the City's website.

The Mayor announced the following upcoming events:

#### Spring Fling – Environmental Awareness Week

- Environmental Awareness Week runs April 25, 2022 through April 30, 2022.
- During this week, the City is hosting a Spring Fling event, which includes many activities such as tree-pruning classes, pollinator education, a native plant giveaway, and more.
- The week concludes with the community's annual W.E.R.K. Day volunteer projects on Saturday, April 30, 2022 at Memorial Park.

#### Electric Tool Exchange/Gas Tool Disposal Event

- Reminded everyone that the "PGE Electric Tool-Exchange" Event is scheduled for April 30, 2022 in the Wilsonville campus parking lot of Clackamas Community College.
- Anyone is able to participate in this event; however, it is geared towards area residents.
- The event allows community members to:
  - Dispose of old gas-powered lawn mowers, string trimmers, blowers and chainsaws free of charge.
  - Order and pay in advance for new electric-powered lawn mowers, string trimmers, blowers and chainsaws for pick-up at event.
  - Examine and see demonstrations of the various power tools.
  - Community members should register in advance for the April 30, 2022 "Electric Tool-Exchange" Event in Wilsonville.
  - A similar event is being held on April 24, 2022 in Lake Oswego.

#### Building Safety Month Proclamation

- City Council packet contains a proclamation declaring May 2022 as "Building Safety Month" with a theme of "Safety for All: Building Codes in Action."
- The City Council encouraged efforts by residents, developers and construction workers to improve the City's built environment. These efforts include getting permits for residential and commercial construction or remodeling projects, as well as improving the overall safety of the spaces where we live, work, and play.

#### City Council Meeting

- The next City Council meeting is scheduled for Monday, May 2, 2022 at 7:00 p.m.

## 5. Community Tourism Grant Recommendations

The Mayor introduced the 2022 Community Tourism Grant Program Award Recommendations.

The Mayor explained that traditionally, this grant program has helped to fund programs and events that promote local business and tourism, as well as benefit the Wilsonville community.

Recently, based on the Arts, Culture, and Heritage Strategy, the City Council took action to modify this program. Starting next year, the newly empaneled Arts, Culture, and Heritage Commission will oversee the grant program.

The grant program has been modified to reflect its actual use, which has been primarily to help underwrite community cultural events and programs that benefit tourism development efforts.

Brian Stevenson of the Parks and Recreation Department briefly updated City Council on the grant program.

Staff disclosed the Tourism Promotion Committee voted unanimously to recommend the following:

1. Wilsonville Arts & Culture Council's tourism grant request for \$8,000 for Wilsonville Arts & Culture's Art Festival and Summer Performance Series.
2. Rotary's tourism grant request for \$5,000 for Wilsonville Rotary Foundation's Summer Concert Series as recommended by the Tourism Promotion committee.

Hearing no questions the Mayor asked City Council for a motion.

**Motion:** Moved to award Wilsonville Arts & Culture Council's tourism grant request for \$8,000 for Wilsonville Arts & Culture's Art Festival and Summer Performance Series and award Rotary's tourism grant request for \$5,000 for Wilsonville Rotary Foundation's Summer Concert Series as recommended by the Tourism Promotion Committee.

Motion made by Council President Akervall, Seconded by Councilor West.

Councilor West shared his excitement for these events to return.

**Voting Yea:**

Mayor Fitzgerald, Council President Akervall, Councilor West, Councilor Linville

**Vote:** Motion carried 4-0.

## **COMMUNICATIONS**

### 6. Oregon Transportation Association System Innovation Award

Kelly Ross, Executive Director of Oregon Transit Association (OTA) along with Kerrie Franey, Planner for Oregon Department of Transportation (ODOT) awarded South Metro Area Regional Transit (SMART) with the 2021 System Innovation Award. This award acknowledges SMART's innovative collaboration with ODOT to develop the "Bus-on-Shoulder" pilot project, which allows SMART buses to travel on the freeway shoulder over a segment of I-5.

### 7. Earth Day

Staff displayed a PowerPoint with details of Spring Fling 2022, an upcoming weeklong series of City sponsored events to celebrate Earth Day.

## **CITIZEN INPUT AND 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.

There was none.

## **COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS**

### 8. Council President Akervall

Councilor Akervall mentioned the following upcoming events:

- City's Earth Day weeklong event.
- Encouraged the audience to sign up for W.E.R.K. Day.
  - Participants receive a hat.
- Volunteer Appreciation event on April 20, 2022.
  - Thanked the many City volunteers.
- Willamette Intake Facilities (WIF) Commission board meeting on April 25, 2022.

Councilor Akervall commented on the Greater Portland Inc. (GPI) Economic Development trip to Nashville, Tennessee she took along with the Mayor and Economic Development Manager.

### 9. Councilor Lehan - Excused

10. Councilor West

Councilor West mentioned he also planned to attend the Willamette Intake Facilities (WIF) Commission board meeting on April 25, 2022.

Councilor West shared he attended the Rotary Heart of Gold dinner along with the Mayor and Councilor Linville. He announced the 2022 Wilsonville First Citizen was awarded to Lisa Krecklow. He congratulated and appreciated Lisa for all her volunteer work.

The audience was encouraged to connect with the Rotary and participate in their many events.

11. Councilor Linville

Councilor Linville informed she met with Bridget Dazey, Executive Director for Clackamas County Workforce Partnership. Furthermore, she was invited to attend the Clackamas County Workforce Partnership board of directors and executive committee meetings. Councilor Linville explained the recommendation from Clackamas County Workforce Partnership is after a meeting or two that jointly a decision would be made if she could become an ex officio of the board. Currently, there is no spot on the board for an elected official.

Recalled, she and the Mayor attended the ribbon cutting at the new Charbonneau Activity Center.

Councilor Linville mentioned she planned to attend the Clackamas County Coordinating Committee (C4) Metro Subcommittee meeting on April 20, 2022.

**CONSENT AGENDA**

The Assistant City Attorney read the titles of the Consent Agenda items into the record.

12. **Resolution No. 2967**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Renewal Of The Personal Services Agreement With Scott Edwards Architecture, LLP For The Architectural Services During Construction For The Public Works Complex Project (Capital Improvement Project #8113).

13. **Resolution No. 2969**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With Blackline, Inc. For The 2022 Slurry Seal Project (Capital Improvement Project 4014).

14. Minutes of the April 4, 2022 City Council Meeting.

**Motion:** Moved to approve the Consent Agenda.

Motion made by Council President Akervall, Seconded by Councilor Linville.

**Voting Yea:**

Mayor Fitzgerald, Council President Akervall, Councilor West, Councilor Linville

**Vote:** Motion carried 4-0.

## **NEW BUSINESS**

### 15. OTAK, Inc. Settlement Agreement

The Assistant City Attorney informed City Council of the settlement agreement with OTAK, Inc. It was explained the agreement is a very narrow release of one issue. The issue of the discrepancy was between the steel that was needed and the steel that was put into the bid documents. The settlement amount is for \$50,000 and is exclusive to only this issue. It releases no other claims the City may have going forward or could have in the past. Legal recommendation would be to approve it at this time.

There were no questions.

**Motion:** Moved to approve the Settlement Agreement and issue release as presented between the City of Wilsonville and OTAK, Inc.

Motion made by Council President Akervall, Seconded by Councilor West.

**Voting Yea:**

Mayor Fitzgerald, Council President Akervall, Councilor West, Councilor Linville

**Vote:** Motion carried 4-0.

## **CONTINUING BUSINESS**

The Assistant City Attorney read the title of Ordinance Nos. 857 and 858 into the record on second reading.

The Mayor provided the second reading script.

No Councilor declared a conflict of interest, bias, or conclusion from information gained outside the hearing. No member of the audience challenged any of the Councilor's participation.

There was no further input from staff or applicant.

16. **Ordinance No. 857**

An Ordinance Of The City Of Wilsonville Annexing Approximately 12.95 Acres Of Property Located To The North Of SW Frog Pond Lane Into The City Limits Of The City Of Wilsonville, Oregon; The Land Is More Particularly Described As Tax Lot 500, And A Portion Of SW Frog Pond Lane Right-Of-Way, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Darrell R. Lauer, Sandi L. Lauer, Petitioners.

**Motion:** Moved to adopt Ordinance No. 857 on second reading.

Motion made by Council President Akervall, Seconded by Councilor Linville.

The Mayor read the appeal rights statement into the record.

**Voting Yea:**

Mayor Fitzgerald, Council President Akervall, Councilor West, Councilor Linville

**Vote:** Motion carried 4-0.

17. **Ordinance No. 858**

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5-Acre (RRFF-5) Zone To The Residential Neighborhood (RN) Zone On Approximately 12.80 Acres To The North Of SW Frog Pond Lane; The Land Is More Particularly Described As Tax Lot 500, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Venture Properties, Inc., Applicant.

**Motion:** Moved to adopt Ordinance No. 858 on second reading.

Motion made by Council President Akervall, Seconded by Councilor West.

**Voting Yea:**

Mayor Fitzgerald, Council President Akervall, Councilor West, Councilor Linville

**Vote:** Motion carried 4-0.

The Mayor read the appeal rights statement into the record.

**PUBLIC HEARING**

The Assistant City Attorney read the title of Ordinance Nos. 859 and 860 into the record on first reading.

The Mayor provided the public hearing format and opened the public hearing at 7:48 p.m.



No Councilor declared a conflict of interest, bias, or conclusion from information gained outside the hearing. No member of the audience challenged any of the Councilor's participation.

Cindy Luxhoj, Associate Planner provided the staff report and PowerPoint, which has been made a part of the record.

Councilor Linville asked a clarifying question regarding the acreage of the annexation and zone map amendment.

The Assistant City Attorney stated there was no legal objection.

Staff informed there was no applicant presentation.

The Mayor invited public testimony, seeing none the Mayor requested a motion to close the public hearing on Ordinance Nos. 859 and 860.

**Motion:** Moved to close the public hearing.

Motion made by Councilor West, Seconded by Councilor Linville.

**Voting Yea:**

Mayor Fitzgerald, Council President Akervall, Councilor West, Councilor Linville

**Vote:** Motion carried 4-0.

The Mayor declared the public hearing closed at 7:58 p.m.

The Mayor then requested a motion on Ordinance No. 859.

18. **Ordinance No. 859**

An Ordinance Of The City Of Wilsonville Annexing Approximately 13.24 Acres Of Property Located Between SW Boeckman Road and SW Frog Pond Lane at 7070 SW Frog Pond Lane and 7151 SW Boeckman Road; The Land Is More Particularly Described As Tax Lot 1501, Section 12D, And Tax Lot 4500, Section 12DC, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Kathy Ludwig, Amy Thurmond, Gregory Cromwell, Matthew Hall, Matthew Kirkendall, Gary Moon, Jaelene Moon, Kurt Moon, Laurel Moon, Petitioners.

**Motion:** Moved to adopt Ordinance No. 859 on first reading.

Motion made by Councilor Linville, Seconded by Council President Akervall.

**Voting Yea:**

Mayor Fitzgerald, Council President Akervall, Councilor West, Councilor Linville

**Vote:** Motion carried 4-0.

**Ordinance No. 860**

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5-Acre (RRFF-5) Zone To The Residential Neighborhood (RN) Zone On Approximately 4.06 Acres, And To The Public Facility (PF) Zone On Approximately 9.18 Acres Located Between SW Boeckman Road and SW Frog Pond Lane At 7070 SW Frog Pond Lane and 7151 SW Boeckman Road; The Land Is More Particularly Described As Tax Lot 1501, Section 12D, And Tax Lot 4500, Section 12DC, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. West Hills Land Development LLC, Applicant.

**Motion:** Moved to adopt Ordinance No. 860 on first reading.

Motion made by Councilor West, Seconded by Councilor Linville.

**Voting Yea:**

Mayor Fitzgerald, Council President Akervall, Councilor West, Councilor Linville

**Vote:** Motion carried 4-0.

The Assistant City Attorney read the title of Ordinance Nos. 861 and 862 into the record on first reading.

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

No Councilor declared a conflict of interest, bias, or conclusion from information gained outside the hearing. No member of the audience challenged any of the Councilor's participation.

Cindy Luxhoj, Associate Planner provided the staff report and PowerPoint, which has been made a part of the record.

The Assistant City Attorney stated there was no legal objection.

Staff informed there was no applicant presentation.

The Mayor invited public testimony, seeing none the Mayor requested a motion to close the public hearing on Ordinance Nos. 861 and 862.

**Motion:** Moved to close the public hearing.

Motion made by Councilor Linville, Seconded by Councilor West.

**Voting Yea:**

Mayor Fitzgerald, Council President Akervall, Councilor West, Councilor Linville

**Vote:** Motion carried 4-0.

The Mayor declared the public hearing closed at 8:47 p.m.

The Mayor then requested a motion on Ordinance No. 861.

19. **Ordinance No. 861**

An Ordinance Of The City Of Wilsonville Annexing Approximately 10.46 Acres Of Property Located West Of SW Stafford Road North Of SW Frog Pond Lane at 6725 SW Frog Pond Lane; The Land Is More Particularly Described As Tax Lots 401 And 402, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. Sheri Miller, James Mehus, Jeremiah Kreilich, Brian Powell, Petitioners.

**Motion:** Moved to adopt Ordinance No. 861 on first reading.

Motion made by Councilor West, Seconded by Council President Akervall.

**Voting Yea:**

Mayor Fitzgerald, Council President Akervall, Councilor West, Councilor Linville

**Vote:** Motion carried 4-0.

**Ordinance No. 862**

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5-Acre (RRFF-5) Zone To The Residential Neighborhood (RN) Zone On Approximately 10.46 Acres Located West Of SW Stafford Road North Of SW Frog Pond Lane at 6725 SW Frog Pond Lane; The Land Is More Particularly Described As Tax Lots 401 And 402, Section 12D, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon. West Hills Land Development LLC, Applicant.

**Motion:** Moved to adopt Ordinance No. 862 on first reading.

Motion made by Council President Akervall, Seconded by Councilor Linville.

**Voting Yea:**

Mayor Fitzgerald, Council President Akervall, Councilor West, Councilor Linville

**Vote:** Motion carried 4-0.

**CITY MANAGER'S BUSINESS**

No Report.

**LEGAL BUSINESS**

No Report.

**ADJOURN**

The Mayor adjourned the meeting at 8:10 p.m.

Respectfully submitted,

DocuSigned by:  
*Kimberly Veliz*  
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Kimberly Veliz, City Recorder, CMC

ATTEST:

DocuSigned by:  
*Julie Fitzgerald*  
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Julie Fitzgerald, Mayor