



PLANNING COMMISSION

WEDNESDAY, DECEMBER 12, 2018

Revised 12/6/2018
to include CC
Action Minutes
from 11/19/18

IV.INFORMATIONAL

- A. City Council Action Minutes (November 5 & 19, 2018)

City Council Meeting Action Minutes
November 5, 2018

City Council members present included:

Mayor Knapp
Councilor Starr
Councilor Stevens
Councilor Lehan
Councilor Akervall

Delora Kerber, Public Works Director
Cathy Rodocker, Finance Director
Mark Ottenad, Public/Government Affairs Director
Andy Stone, IT Manager
Amanda Guile-Hinman, Assistant City Attorney
Steve Adams, Engineering Manager
Chris Neamtzu, Planning Director
Miranda Bateschell, Planning Manager
Bill Evans, Communications & Marketing Manager
Zach Weigel, Capital Projects Engineering Manager
Patty Nelson, City Engineer
Jordan Vance, Economic Development Manager

Staff present included:

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

AGENDA ITEM	ACTIONS
WORK SESSION	
A. 5-G Technology	Council heard a presentation entitled <i>FCC Order on Small Cell Antennas and Cell Tower Shot Clocks, Gov't Fees</i> .
B. Citywide Signage and Wayfinding Plan	Council received an update on the Citywide Signage and Wayfinding Plan.
C. Wilsonville Town Center Plan	Presentation was given on the Town Center Plan. Council was asked to submit any questions and/or feedback to staff.
D. Update to Water and Sewer System Development Charges	Consultant delivered a utility rate and system development charges update.
E. Garden Acres Road – Funding Strategy	Council was informed of funding options for Garden Acres Road. Staff will proceed with application to the State of Oregon Infrastructure Finance Authority.
F. 5th Street / Kinsman Road Otak, Inc. PSA Change Order	Staff briefed Council on URA Resolution No. 290, authorizing the City Manager to execute amendment #1 to the PSA with Otak, Inc. for the 5th Street/Kinsman Road extension project.
REGULAR MEETING	
<u>Communications</u>	
A. TVF&R State of the District Presentation	Fire Chief Deric Weiss presented on the state of Tualatin Valley Fire & Rescue District.

<p><u>Mayor's Business</u></p> <p>A. Letter from Mayor of Kitakata, Japan</p> <p>B. Upcoming Meetings</p> <p>C. Aurora State Airport Expansion</p>	<p>The Mayor read a letter sent from the Mayor of Kitakata, Japan.</p> <p>Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.</p> <p>Council moved to direct staff to put together and organize a public hearing regarding the Aurora State Airport Expansion on Tuesday, November 27, 2018. Motion passed 5-0.</p>
<p><u>Consent Agenda</u></p> <p>A. Minutes of the September 17, 2018 Council Meeting.</p>	<p>The Consent Agenda passed 5-0.</p>
<p><u>Public Hearing</u></p> <p>A. <u>Resolution No. 2702</u> Boones Ferry Park Master Plan.</p>	<p>Council moved to continue the public hearing for Resolution No. 2702 to December 17, 2018. 5-0.</p>
<p><u>Continuing Business</u></p> <p>A. <u>Ordinance No. 829</u> An Ordinance Of The City Of Wilsonville Amending Wilsonville Code Sections 7.418, 9.200, And 9.400.</p>	<p>Ordinance No. 829 was adopted on second reading by a vote of 5-0.</p>
<p><u>City Manager's Business</u></p> <p>A. Memorial Park</p>	<p>City Manager delivered an update on the Memorial Park neighborhood meeting regarding safety concerns at the park.</p>
<p><u>Legal Business</u></p> <p>A. Basalt Creek LUBA Appeal</p>	<p>Council was informed that oral argument for the Land Use Board of Appeals hearing on the Basalt Creek Metro determination took place on Thursday, November 1, 2018 and a decision is due by November 26, 2018.</p>
<p>URBAN RENEWAL AGENCY</p>	
<p><u>Consent Agenda</u></p> <p>A. <u>URA Resolution No. 290</u> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing The City Manager To Execute Amendment #1 To The Professional Services Agreement With Otak, Inc. For The 5th Street / Kinsman Road Extension Project (Boones Ferry Road To Brown Road Connector Corridor Plan Phase 1 Construction) – CIP #4196.</p> <p>B. Minutes of the June 18, 2018 and October 15, 2018 URA Meetings.</p>	<p>Mayor Knapp recused himself from the URA meeting. The Consent Agenda passed 4-0.</p>
<p>ADJOURN</p>	<p>8:56 p.m.</p>

**City Council Meeting Action Minutes
November 19, 2018**

~~Are not available at this time but will be offered at the December
12, 2018 Planning Commission Meeting.~~

City Council Meeting Action Minutes
November 19, 2018

City Council members present included:

Mayor Knapp
Councilor Starr
Councilor Stevens
Councilor Lehan– Arrived at 5:14 p.m.
Councilor Akervall

Cathy Rodocker, Finance Director
Mark Ottenad, Public/Government Affairs Director
Dwight Brashear, SMART Director
Mike McCarty, Parks and Recreation Director
Chris Neamtzu, Planning Director
Miranda Bateschell, Planning Manager
Brian Stevenson, Parks and Rec. Program Manager
Bill Evans, Communications & Marketing Manager
Zach Weigel, Capital Projects Engineering Manager
Patty Nelson, City Engineer
Tod Blankenship, Parks Supervisor
Erica Behler, Recreation Coordinator
Rob Wurpes, Chief of Police
Matt Baker, Facilities Supervisor

Staff present included:

Bryan Cosgrove, City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder
Scott Simonton, Fleet Manager
Nancy Kraushaar, Community Develop. Director
Delora Kerber, Public Works Director

AGENDA ITEM	ACTIONS
WORK SESSION	
A. Janitorial Services	Staff and Council discussed a proposal to bring the City’s janitorial service in-house.
B. Traffic Concerns Team (TCT) CRM System	Staff shared plans to introduce an online system that allows motorists, cyclists and pedestrians to report traffic safety concerns.
C. Contract Award WTP Surge Tank Construction	Council was informed of Resolution No. 2712, authorizing the City Manager to execute a construction contract with R.L. Reimers Co. for the Willamette River Water Treatment Plant Surge Tank Project.
D. Regional Park 7&8 Funding	Staff sought direction from Council on identifying a funding source for Regional Parks 7 and 8 located in Villebois.
E. Boones Ferry Park Master Plan	Staff presented the draft Boones Ferry Park Master Plan and requested any further feedback before the item returns to Council as a resolution.
F. Proterra - Purchase of Battery Electric Buses	Staff briefed Council on Resolution No. 2714, authorizing SMART to purchase two 35’ battery electric buses and charging equipment from Proterra, Inc.

REGULAR MEETING	
<u>Communications</u> A. Korean War Veterans Association, Oregon Trail Chapter	Korean War Veterans Association (KWVA), Oregon Trail Chapter, presented a plaque of appreciation to Brian Stevenson and the Parks & Recreation Team along with a \$1,000 check to support the maintenance of the Oregon Korean War Memorial.
<u>Mayor's Business</u> A. Small Business Saturday Proclamation B. Upcoming Meetings	The Mayor read a proclamation declaring the 24 th day of November as Small Business Saturday. 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. <u>Resolution No. 2712</u> A Resolution of the City of Wilsonville Authorizing the City Manager to Execute a Construction Contract with R.L. Reimers Company for The Willamette River Water Treatment Plant Surge Tank Project (Capital Improvement Project #9132).	The Consent Agenda passed 5-0.
<u>Public Hearing</u> A. <u>Resolution No. 2715</u> Resolution Authorizing A Supplemental Budget Adjustment For Fiscal Year 2018-19.	After a public hearing was conducted, Resolution No. 2715 was approved by a vote of 5-0.
<u>New Business</u> A. <u>Resolution No. 2714</u> A Resolution of the City of Wilsonville Authorizing South Metro Area Regional Transit (SMART) To Purchase Two 35' Battery Electric Buses and Charging Equipment from Proterra, Inc. B. <u>Resolution No. 2716</u> A Resolution of the City of Wilsonville Authorizing Acquisition of Real Property.	Resolution No. 2714 was adopted 5-0. Resolution No. 2716 was adopted 4-1.
<u>City Manager's Business</u>	The City Manager recognized Community Development Director Kraushaar and Council President Starr for their contributions to the City's operations. Kraushaar is retiring at the end of November; Starr's tenure on the Council concludes in December.
<u>Legal Business</u>	No report.

URBAN RENEWAL AGENCY	
<u>New Business</u> A. <u>URA Resolution No. 291</u> A Resolution of the City of Wilsonville Urban Renewal Agency Authorizing Acquisition of Real Property.	URA Resolution No. 291 was adopted 4-1.
ADJOURN	8:55 p.m.