

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, September 16, 2013. Mayor Knapp called the meeting to order at p.m. 7:05 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 - Excused
Councilor Stevens

Staff present included:

Bryan Cosgrove, City Manager
Jeanna Troha, Assistant City Manager
Mike Kohlhoff, City Attorney
Sandra King, City Recorder
Mark Ottenad, Government and Public Affairs Director
Joanna Ossanna, Finance Director
Nancy Kraushaar, Community Development Director

Motion to approve the order of the agenda.

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

Vote: Motion carried 4-0.

MAYOR'S BUSINESS

A. A Proclamation Declaring September National Preparedness Month

Mr. Cosgrove advised the City's website, Ready.gov. and the Tualatin Valley Fire and Rescue website contain news and information on preparedness and planning for emergencies and natural disasters.

Mayor Knapp read the proclamation into the record.

B. The upcoming Council meeting was announced by the Mayor, as well as the meetings he attended on behalf of the City, including JPACT, C-4, and the Washington County Coordinating Committee. The Mayor announced Council members will be participating in the League of Oregon Cities Conference the last week in September. He invited the public to attend the October Harvest Festival in Murase Park.

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COMMUNICATIONS

A. Tourism Task Force (staff – Cosgrove)

Mr. Cosgrove stated a draft list of the Tourism Development Strategy Task Force was included in the Council packet. The Task Force is a diverse and representative group of individuals and stake holders with an interest in tourism promotion. This is one key component to implementation of the City's Economic Development Strategic Plan and will help the retail and lodging industry in terms of getting people to visit Wilsonville and spend tourism dollars.

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.

Laura Potter, 1494 Sky Parkway, West Linn, representing the American Cancer Society introduced the Cancer Prevention Study-3 and encouraged participation in the Study. Interested persons can enroll online at cps3portland.org.

COUNCILOR COMMENTS, LIAISON REPORTS & MEETING ANNOUNCEMENTS

Council President Starr – Park & Recreation Advisory Board, Chamber/City Leadership liaison had no board report. He mentioned the dates of the upcoming Urban Renewal Strategic Planning Task Force meetings and noted the new Piazza in Villebois will be dedication in a ceremony October 3 at 4 p.m.

Councilor Goddard – Library Board, Chamber Board, and Clackamas County Business Alliance liaison. The Councilor announced the Fall Leaf Drop-off Day and the results of the last Planning Commission meeting.

Councilor Stevens – Development Review Panels A and B; Wilsonville Seniors liaison reported the decisions made by DRB-A. The Councilor attended the Wilsonville Seniors meeting and participated in the renaming of the Baldock Rest Area to the “French Prairie Rest Area”.

NEW BUSINESS

A. **Ordinance No. 723 – First Reading**

An Ordinance Of The City Of Wilsonville Amending Chapter 6 Of The Wilsonville Code To Provide For Regulating The Use Of Public Property And Facilities By Film And Media Productions Within The City.

Mr. Kohlhoff read the title of Ordinance No. 723 into the record on first reading, and presented the staff report.

The City has occasionally received requests from filmmakers wishing to film in Wilsonville. In

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the past the City has dealt with these requests on a case-by-case basis, negotiating agreements with the filmmakers as needed. These requests have not been frequent, but because of Clackamas County's efforts to attract more film production to the County it is likely that such requests will increase in the future. Clackamas County's Business and Economic Development Team has developed a film permitting program with the goal of attracting more film industry activity to the County, and has developed a County-wide film policy and a "one-stop" permit application program. The City of Wilsonville can take advantage of the opportunity this presents by creating a City film policy and adopting a City film permit.

Filmmakers who choose to film in the City can make positive contributions to the City and local economy, but such filming can also have negative impacts on neighborhoods, interfere with the use of public property, and cost the City time and money. Adopting a film policy that allows for the recovery of costs, and imposes permit conditions on filmmakers can mitigate or eliminate many of these possible negative impacts.

Passing this ordinance would create a film policy for the City that would allow the City to keep track of commercial filming activity in the City, establish permit requirements for filmmakers, and allow the City to collect fees from filmmakers to recover any costs incurred by the City.

Councilor Goddard asked if the fee had been established. Mr. Kohlhoff stated the City Manager would be working with staff to set a fee schedule administratively.

Councilor Stevens referred Section 6.510 on page 3 of 9 and asked why the language became more permissive in the third line, using the word "may" rather than "will" as used in the rest of the paragraph. Mr. Kohlhoff agreed to change the word to "will".

Councilor Stevens referred to Section 6.535 Compensation for Public Costs and questioned whether the language was strong enough to recoup costs caused by filming damages. Mr. Kohlhoff responded the control is for the use of public facilities, insurance and a damage deposit would protect the City's interests. Filming on private property would be governed by an agreement between the private property owner and the filming company. He indicated there is not a great demand for filming in the City at this time.

Mayor Knapp referred to Section 6.535 Compensation for Public Costs and wanted to know why a deposit was not definitely required, rather than the language which read, "The City may require a reasonable advance deposit..." He also asked if the fine stated in Section 6.550 was enough to deter a large filming company from operating without a permit.

Mr. Kohlhoff answered the language provided in Section 6.535 allowed flexibility relative to the level of impact. Regarding penalties for filming without a permit, Mr. Kohlhoff thought the fine was a reasonable amount and there was the ability to pursue insurance and revoke the permit. In the past the \$1,000 per day fine was enough to get the attention of the offender.

Council President Starr commented the ordinance covers a wide spectrum of sizes of filming companies; he wanted to insure there was the flexibility to encourage people to film in Wilsonville.

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Mr. Cosgrove stated the ordinance was drafted to provide flexibility to the staff and the City Manager to make determinations based on the level and scope of the filming needs.

Mayor Knapp confirmed Staff will be making language changes as suggested by councilors and will make modifications to the insurance section and bring them back on second reading.

Motion: Councilor Goddard moved to adopt Ordinance No. 723 on first reading. Councilor Stevens seconded the motion.

Councilor Goddard indicated the Clackamas County Economic Development Commission has received presentations from staff demonstrating increasing success and interest on the part of the film and media industry to do business in Clackamas County. The ordinance demonstrated the City's willingness to partner with Clackamas County to make it easier to do business in the County and City.

Vote: Motion carried 4-0.

CITY MANAGER'S BUSINESS

Mr. Cosgrove reminded Councilors about the League of Oregon Cities Conference September 26 to 28th where the City will have a hospitality evening showcasing Wilsonville's successes, and that he would be attending the ICMA conference.

LEGAL BUSINESS

Mr. Kohlhoff would be attending the International Law Officers conference September 30 to October 2nd.

ADJOURN

The Mayor adjourned the Council meeting at 7:50 p.m.

Respectfully submitted,

Sandra C. King, MMC, City Recorder

ATTEST:

Tim Knapp, Mayor