

**DEVELOPMENT REVIEW BOARD MEETING**

**MONDAY, JANUARY 27, 2025**

**6:30 PM**

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Board Member Communications:

8. Recent City Council Action Minutes

City Council Meeting Action Minutes  
September 16, 2024

**COUNCILORS PRESENT**

Mayor Fitzgerald  
Council President Akervall  
Councilor Linville  
Councilor Berry – Excused for the Council Meeting  
Councilor Dunwell

**STAFF PRESENT**

Amanda Guile-Hinman, City Attorney  
Bryan Cosgrove, City Manager  
Jeanna Troha, Assistant City Manager  
Kimberly Veliz, City Recorder  
Mark Ottenad, Public/Government Affairs Director  
Stephanie Davidson, Assistant City Attorney  
Zoe Mombert, Assistant to the City Manager

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	
<b>START: 5:01 p.m.</b>	
<ul style="list-style-type: none"> <li>A. 2024 LOC Legislative Priorities Ballot for 2025 Session</li>   <li>B. Clackamas Communities Statement on 2025 State Transportation Package</li>   <li>C. Wilsonville/SMART 2025 Legislative Session Priorities</li> </ul>	<p>Council and staff discussed twenty-three potential policy priorities for the 2025-26 legislative session of the 83<sup>rd</sup> Oregon Legislative Assembly under consideration by the League of Oregon Cities.</p> <p>Staff informed City Council of the Joint Values and Outcomes for the 2025 State Legislative Transportation Package by the Communities of Clackamas County” that was adopted in August by the Clackamas County Coordinating Committee (C4), which sought endorsements of C4 member jurisdictions prior to the start of the 2025 legislative session.</p> <p>Staff notified Council and sought adoption a set of 2025 State Legislative Session Priorities.</p>
<b>REGULAR MEETING</b>	
<u>Mayor’s Business</u>	
<ul style="list-style-type: none"> <li>A. Upcoming Meetings</li>   <li>B. Council consideration of adoption of Clackamas Communities Statement on 2025 State Transportation Package and Wilsonville/SMART 2025 Legislative Priorities</li> </ul>	<p>Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.</p> <p>Council moved to adopt the Joint Values and Outcomes for the 2025 State Legislative Transportation Package by the Communities of Clackamas County and the “2025 Legislative Session Priorities SMART and City of Wilsonville. Passed 4-0.</p>

<p><u>Communications</u></p> <p>A. Republic Services Annual Report Presentation</p>	<p>Waste and recycling hauler Republic Services provided an annual report of activities, customer events and ongoing improvements.</p>
<p><u>Consent Agenda</u></p> <p>A. <b><u>Resolution No. 3177</u></b>  A Resolution Of The City Of Wilsonville Amending The Intergovernmental Agreement Between The City Of Wilsonville, Tualatin Valley Water District, And The Willamette Water Supply Commission For The Raw Water Facilities Project.</p> <p>B. Minutes of the July 15, 2024, Council Meeting.</p>	<p>The Consent Agenda was approved 4-0.</p>
<p><u>New Business</u></p> <p>A. None.</p>	
<p><u>Continuing Business</u></p> <p>A. <b><u>Ordinance No. 893</u></b>  An Ordinance Of The City Of Wilsonville Adding Sections 2.380 Through 2.386 To The Wilsonville Code Concerning The Diversity, Equity And Inclusion Committee.</p>	<p>Ordinance No. 893 was adopted on second reading by a vote of 4-0.</p>
<p><u>Public Hearing</u></p> <p>A. None.</p>	
<p><u>City Manager’s Business</u></p>	<p>No report.</p>
<p><u>Legal Business</u></p>	<p>No report.</p>
<p><b>ADJOURN</b></p>	<p>9:06 p.m.</p>

City Council Meeting Action Minutes  
October 7, 2024

**COUNCILORS PRESENT**

Mayor Fitzgerald  
Council President Akervall  
Councilor Linville  
Councilor Berry - Excused  
Councilor Dunwell

Dan Pauly, Planning Manager  
Kimberly Veliz, City Recorder  
Jeanna Troha, Assistant City Manager  
Jim Cartan, Environmental Specialist  
Katherine Smith, Assistant Finance Director  
Keith Katko, Assistant Finance Director  
Kerry Rappold, Natural Resources Manager  
Stephanie Davidson, Assistant City Attorney  
Zach Weigel, City Engineer  
Zoe Mombert, Assistant to the City Manager

**STAFF PRESENT**

Andrew Barrett, Capital Projects Eng. Manager  
Amanda Guile-Hinman, City Attorney  
Bryan Cosgrove, City Manager  
Cindy Luxhoj, Associate Planner

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	<b>START: 5:01 p.m.</b>
A. Boeckman Creek Sanitary Sewer Interceptor and Trail Project Update	Staff shared preliminary designs for the Boeckman Creek Interceptor and Trail Project. Informed by engagement with project neighbors, the project is to provide key sewer infrastructure to support future development in Frog Pond and yield a new trail segment that extends from Boeckman Road to Memorial Park.
B. Climate Action Plan	Staff provided an update on the development of Wilsonville’s Climate Action Plan (CAP), which is a roadmap being developed in partnership with Clackamas County to identify actions and strategies aimed at achieving net-zero greenhouse gas (GHG) emissions to mitigate the effects of climate change.
C. Housing Our Future Conversation Guide	Staff discussed the Conversation Guide, a public-engagement tool to inform the Housing Our Future project. The guide enlists and empowers residents to host conversations with friends, family, and colleagues to discuss local housing needs and identify how the City can support those needs to help address Oregon’s critical housing shortage.

<b>REGULAR MEETING</b>	
<u>Mayor’s Business</u> A. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.
<u>Communications</u> A. Boeckman Creek Primary Community Enhancement Program (CEP) Project Update	Staff reported on the progress of a Wilsonville-Metro Community Enhancement Program-funded project at Boeckman Creek Primary School to teach students the basics of watershed management.
<u>Consent Agenda</u> A. <b><u>Resolution No. 3166</u></b> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Goods and Services Contract With Andersen Pacific Inc., For Replacement And Maintenance Of City Water Features  B. <b><u>Resolution No. 3170</u></b> A Resolution Of The City Of Wilsonville Acting In Its Capacity As The Local Contract Review Board Authorizing The City Manager To Execute A Contract With Tyler Technologies For Converting To A Cloud Based Install Of The City’s Enterprise Resource Planning (ERP) Software.  C. <b><u>Resolution No. 3171</u></b> A Resolution Of The City Of Wilsonville Amending Resolution No. 1924 And Adopting A Street Naming Policy For Wilsonville Town Center.  D. Minutes of the August 5, 2024 City Council Meeting.	The Consent Agenda was approved 4-0.
<u>New Business</u> A. None.	
<u>Continuing Business</u> A. None.	
<u>Public Hearing</u> A. <b><u>Resolution No. 3172</u></b> A Resolution Of The City Of Wilsonville Authorizing A Supplemental Budget Adjustment For Fiscal Year 2024-25.	After a public hearing was conducted, Resolution No. 3172 was approved 4-0.

<p><b>B. <u>Ordinance No. 894</u></b> An Ordinance Of The City Of Wilsonville Declaring And Authorizing The Vacation Of Approximately 0.35 Acre (15,275 Square Feet) Of Public Right-Of-Way That Is No Longer Needed For Westward Extension of SW Bailey Street from Old Town Wilsonville To SW Kinsman Road In The Central Part Of The OrePac Property.</p> <p><b>C. <u>Ordinance No. 895</u></b> An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The City Of Wilsonville Future Development Agricultural-Holding (FDA-H) Zone To The Planned Development Industrial (PDI) Zone On Approximately 8.66 Acres At The OrePac Properties Located At 9655 SW 5th Street.</p>	<p>After a public hearing was conducted, Ordinance No. 894 was approved on first reading by a vote of 4-0.</p> <p>After a public hearing was conducted, Ordinance No. 895 was approved on first reading by a vote of 4-0.</p>
<p><u>City Manager's Business</u></p>	<p>The City Manager announced he would be attending the League of Oregon Cities (LOC) conference in Bend the following week.</p>
<p><u>Legal Business</u></p>	<p>The City Attorney reported the Land Use Board of Appeals (LUBA) determined the Home Depot proposed use of the former Fry's Electronics store would not be a continuation of a nonconforming use after the City had adopted new zoning codes for the Town Center</p>
<p><b>URBAN RENEWAL AGENCY</b></p>	
<p><u>URA Consent Agenda</u></p> <p>A. Minutes of the September 5, 2024, Urban Renewal Agency Meeting.</p>	<p>The URA Consent Agenda was approved 4-0.</p>
<p><u>New Business</u></p> <p>A. None.</p>	
<p><u>URA Public Hearing</u></p> <p>A. <b><u>URA Resolution No. 352</u></b> A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing A Supplemental Budget Adjustment For Fiscal Year 2024-25.</p>	<p>After a public hearing was conducted, URA Resolution No. 352 was approved 4-0.</p>
<p><b>ADJOURN</b></p>	<p>8:58 p.m.</p>

City Council Meeting Action Minutes  
October 21, 2024

**COUNCILORS PRESENT**

Mayor Fitzgerald  
Council President Akervall  
Councilor Linville  
Councilor Berry  
Councilor Dunwell – Present for Work Session

Cindy Luxhoj, Associate Planner  
Dan Pauly, Planning Manager  
Kimberly Veliz, City Recorder  
Jeanna Troha, Assistant City Manager  
Mark Ottenad, Public/Government Affairs Director  
Matt Lorenzen, Economic Development Manager  
Miranda Bateschell, Planning Director  
Zach Weigel, City Engineer  
Zoe Mombert, Assistant to the City Manager

**STAFF PRESENT**

Amanda Guile-Hinman, City Attorney  
Amy Pepper, Engineering Manager  
Bryan Cosgrove, City Manager

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	<b>START: 5:01 p.m.</b>
A. Wilsonville Industrial Land Readiness – Basalt Creek	Staff and consultants provided an update, and Council gave feedback on the Wilsonville Industrial Land Readiness (WILR) project. The WILR project guides and supports the eventual growth of high-quality industry and economic opportunity in the Basalt Creek and West Railroad planning areas north of the Wilsonville city limits.
B. Frog Pond East and South Infrastructure Funding Plan	Staff shared a draft Infrastructure Funding Plan that supports the Frog Pond East and South Master Plan by identifying funding strategies for road, sewer, storm, water, park, and trail projects adopted in the Master Plan.
C. I-5 Boone Bridge Project CFEC Compliance Findings Adoption	The Council was informed of Resolution No. 3169, which was to be voted on during the regular meeting to follow. Resolution No. 3169 would approve the I-5 Boone Bridge replacement project Climate-Friendly and Equitable Communities (CFEC) enhanced investment scenario review report and would request the advancement of the authorization report to support an I-5 southbound auxiliary lane.

<p>D. Review of the 2024 Draft Solid Waste Collection Rate Report</p>	<p>The Council heard a summary of the draft Solid Waste Collection Rate Report, an analysis of local waste-collection expenses and revenues completed annually to determine waste and recycling rates for the following year.</p>
<p><b>REGULAR MEETING</b></p>	
<p><u>Mayor's Business</u> A. Upcoming Meetings</p>	<p>Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.</p>
<p><u>Communications</u> A. None.</p>	
<p><u>Consent Agenda</u> A. None.</p>	
<p><u>New Business</u> A. <b><u>Resolution No. 3169</u></b> A Resolution Of The City Of Wilsonville Approving The I-5 Boone Bridge Replacement Project Climate-Friendly And Equitable Communities (CFEC) Enhanced Investment Scenario Review Report And Requesting Advancement Of The Authorization Report Supporting An I-5 Southbound Auxiliary Lane.</p>	<p>Resolution No. 3169 was adopted 4-0.</p>
<p><u>Continuing Business</u> A. <b><u>Ordinance No. 894</u></b> An Ordinance Of The City Of Wilsonville Declaring And Authorizing The Vacation Of Approximately 0.35 Acre (15,275 Square Feet) Of Public Right-Of-Way That Is No Longer Needed For Westward Extension of SW Bailey Street from Old Town Wilsonville To SW Kinsman Road In The Central Part Of The OrePac Property.  B. <b><u>Ordinance No. 895</u></b> An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The City Of Wilsonville Future Development Agricultural-Holding (FDA-H) Zone To The Planned Development Industrial (PDI) Zone On Approximately 8.66 Acres At The OrePac Properties Located At 9655 SW 5th Street.</p>	<p>Ordinance No. 894 was adopted on second reading by a vote of 4-0.  Ordinance No. 895 was adopted on second reading by a vote of 4-0.</p>



<u>Public Hearing</u> A. None.	
<u>City Manager's Business</u>	The City Manager shared highlights from the City's Annual Harvest Festival that occurred on October 19, 2024.
<u>Legal Business</u>	The City Attorney shared that included in the Council packet was the public contracts quarterly report. This was an information only item and no Council action was needed.
<b>ADJOURN</b>	8:49 p.m.

City Council Meeting Action Minutes  
November 18, 2024

**COUNCILORS PRESENT**

Mayor Fitzgerald  
Council President Akervall  
Councilor Linville  
Councilor Berry  
Councilor Dunwell

Erika Valentine, Arts & Culture Program Coordinator  
Jeanna Troha, Assistant City Manager  
Keith Katko, Assistant Finance Director  
Marissa Rauthause, Civil Engineer  
Matt Lorenzen, Economic Development Manager  
Miranda Bateschell, Planning Director  
Zach Weigel, City Engineer  
Zoe Mombert, Assistant to the City Manager  
Dwight Brashear, Transit Director  
Stephanie Davidson, Assistant City Attorney  
Kris Ammerman, Parks and Recreation Director  
Kerry Rappold, Natural Resources Manager

**STAFF PRESENT**

Bryan Cosgrove, City Manager  
Amanda Guile-Hinman, City Attorney  
Amy Pepper, Engineering Manager  
Kimberly Veliz, City Recorder

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	<b>START: 5:01 p.m.</b>
A. Child Care in Wilsonville	The Council heard the summarized findings of a City of Wilsonville Childcare Provider Consortium. The consortium met periodically to help the City understand the root causes behind the high cost of childcare and the shortage of local providers. Staff shared the results of the childcare survey completed by 180 Wilsonville residents.
B. The Arts, Culture, And Heritage Commission (ACHC) FY 2024/25 Five-Year Action Plan And Annual One-Year Implementation Plan	Staff presented on Resolution No. 3174, which would adopt the ACHC FY 2024/25 five-year action plan and annual one-year implementation plan.
C. DEQ - Clean Water State Revolving Fund (CWSRF)	Staff summarized its work to take advantage of low-interest financing available from the Department of Environmental Quality's (DEQ) Clean Water State Revolving Fund, which could be used to fund two significant scheduled sewer projects in the City's Master Plan – the Boeckman Creek Interceptor Project and the Wastewater Treatment Plant Aeration Basin Project.
D. Capital Improvements Program Amendments	This item was not discussed as it was a placeholder only if Councilors had questions of staff.

REGULAR MEETING	
<p><u>Mayor's Business</u></p> <p>A. Upcoming Meetings</p> <p>B. Boards/Commission Appointments/Reappointments</p>	<p>Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.</p> <p><b><u>Budget Committee – Appointment</u></b>  Appointment of Larisa Manuel Beyer to the Budget Committee for a term beginning 1/1/2025 to 12/31/2027. Passed 5-0.</p> <p><b><u>Budget Committee – Reappointment</u></b>  Reappointment of Christopher Moore to the Budget Committee for a term beginning 1/1/2025 to 12/31/2027. Passed 5-0.</p> <p><b><u>Development Review Board – Appointment</u></b>  Appointment of Dana Crocker to the Development Review Board for a term beginning 1/1/2025 to 12/31/2026. Passed 5-0.</p> <p><b><u>Development Review Board – Appointment</u></b>  Appointment of Janis Sanford to the Development Review Board for a term beginning 1/1/2025 to 12/31/2026. Passed 5-0.</p> <p><b><u>Development Review Board – Reappointment</u></b>  Reappointment of Rob Candrian to the Development Review Board for a term beginning 1/1/2025 to 12/31/2026. Passed 5-0.</p> <p><b><u>Development Review Board – Reappointment</u></b>  Reappointment of Jordan Herron to the Development Review Board for a term beginning 1/1/2025 to 12/31/2026. Passed 5-0.</p>

**Development Review Board –**

**Reappointment**

Reappointment of John (Clark) Hildum to the Development Review Board for a term beginning 1/1/2025 to 12/31/2026. Passed 5-0.

**Development Review Board–**

**Reappointment**

Reappointment of Rachelle Barrett to the Development Review Board for a term beginning 1/1/2025 to 12/31/2026. Passed 5-0.

**Development Review Board –**

**Reappointment**

Reappointment of Alice Galloway Neely to the Development Review Board for a term beginning 1/1/2025 to 12/31/2026. Passed 5-0.

**Diversity, Equity and Inclusion Committee –**

**Appointment**

Appointment of Anthony Reyes to the Diversity, Equity and Inclusion Committee for a term beginning 1/1/2025 to 12/31/2027. Passed 5-0.

**Diversity, Equity and Inclusion Committee –**

**Appointment**

Appointment of Sarah Spoon to the Diversity, Equity and Inclusion Committee for a term beginning 1/1/2025 to 12/31/2027. Passed 5-0.

**Diversity, Equity and Inclusion Committee –**

**Reappointment**

Reappointment of Diane Imel to the Diversity, Equity and Inclusion Committee for a term beginning 1/1/2025 to 12/31/2027. Passed 5-0.

**Diversity, Equity and Inclusion Committee –**

**Reappointment**

Reappointment of Justin Brown to the Diversity, Equity and Inclusion Committee for a term beginning 1/1/2025 to 12/31/2027. Passed 5-0.

**Kitakata Sister City Advisory Board –  
Appointment**

Appointment of Matt Brown to the Kitakata Sister City Advisory Board for a term beginning 1/1/2025 to 12/31/2027. Passed 5-0.

**Kitakata Sister City Advisory Board –  
Appointment**

Appointment of Joshua Dalglish to the Kitakata Sister City Advisory Board for a term beginning 1/1/2025 to 12/31/2027. Passed 5-0.

**Kitakata Sister City Advisory Board –  
Reappointment**

Reappointment of Samuel Scarpone to the Kitakata Sister City Advisory Board for a term beginning 1/1/2025 to 12/31/2027. Passed 5-0.

**Parks & Recreation Advisory Board –  
Appointment**

Appointment of Grace Richards to the Parks & Recreation Advisory Board for a term beginning 1/1/2025 to 12/31/2028. Passed 5-0.

**Parks & Recreation Advisory Board –  
Reappointment**

Reappointment of Amanda Harmon to the Parks & Recreation Advisory Board for a term beginning 1/1/2025 to 12/31/2028. Passed 5-0.

**Tourism Promotion Committee –  
Appointment**

Appointment of Libby Crawford to the Tourism Promotion Committee for a term beginning 1/1/2025 to 6/30/2025. Passed 5-0.

**Tourism Promotion Committee –  
Appointment**

Appointment of Jared Firby to the Tourism Promotion Committee for a term beginning 1/1/2025 to 6/30/2026. Passed 5-0.

	<p><b><u>Tourism Promotion Committee – Appointment</u></b>  Appointment of Noelle Craddock to the Tourism Promotion Committee for a term beginning 1/1/2025 to 6/30/2026. Passed 5-0.</p>
<p><b><u>Communications</u></b>  A. Wilsonville Historical Society Community Enhancement Program (CEP) Project Update.</p>	<p>The President of the Wilsonville Historical Society shared an update on the progress of a Community Enhancement Program-funded project, the Oral History Video Preservation Project, that digitized and archived dozens of oral history interviews with long-time community stakeholders.</p>
<p><b><u>Consent Agenda</u></b>  A. <b><u>Resolution No. 3030</u></b>  A City of Wilsonville Resolution approving the public bid process, accepting the lowest responsible bidder, and awarding a construction contract with Jesse Rodriguez Construction LLC in the amount of \$877,500 for the construction of the Priority 1B Water Distribution Improvements project (Capital Improvement Project 1148).   B. <b><u>Resolution No. 3168</u></b>  A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Third Amendment To The Professional Services Agreement With Consor North America, Inc. To Provide Engineering Consulting Services For The Boeckman Creek Interceptor And Trail Project (Capital Improvement Project No. 2107).   C. <b><u>Resolution No. 3174</u></b>  A Resolution Of The City Of Wilsonville Adopting The Arts, Culture, And Heritage Commission (ACHC) FY 2024/25 Five-Year Action Plan And Annual One-Year Implementation Plan.   D. <b><u>Resolution No. 3179</u></b>  A Resolution Of The City Of Wilsonville Adopting The South Metro Area Regional Transit Public Transportation Agency Safety Plan.</p>	<p>The Consent Agenda was adopted 5-0.</p>

<p>E. <b><u>Resolution No. 3180</u></b>  A Resolution Of The City Of Wilsonville Approving A Funding Plan Forecast For The Stafford Road Improvements – Phase I (CIP Nos. 1158, 2111, And 4219).</p> <p>F. Minutes of the September 5, 2024 City Council Meeting.</p>	
<p><b><u>New Business</u></b></p> <p>A. <b><u>Resolution No. 3183</u></b>  A Resolution Of The City Of Wilsonville Authorizing The City Manager To Enter Into An Intergovernmental Agreement Between Clackamas County And City Of Wilsonville To Fund City-Led Initiatives Addressing Homelessness.</p> <p>B. <b><u>Resolution No. 3121</u></b>  A Resolution Of The City Of Wilsonville Adopting The Frog Pond East And South Infrastructure Funding Plan.</p>	<p>Resolution No. 3183 was adopted 5-0.</p> <p>Resolution No. 3121 was adopted 5-0.</p>
<p><b><u>Continuing Business</u></b></p> <p>A. None.</p>	
<p><b><u>Public Hearing</u></b></p> <p>A. <b><u>Ordinance No. 892</u></b>  An Ordinance Of The City Of Wilsonville Adopting Amendments To Chapter 4, Chapter 6, And Chapter 8 Of The Wilsonville City Code To Implement The Frog Pond East And South Master Plan And Make Related Updates To Residential Development Regulations Citywide.</p> <p>B. <b><u>Ordinance No. 896</u></b>  An Ordinance Of The City Of Wilsonville Annexing Approximately 9.00 Acres Of Property Located At 7400 SW Frog Pond Lane For Development Of A 28-Lot Residential Subdivision.</p> <p>C. <b><u>Ordinance No. 897</u></b>  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 9.00 Acres Located At 7400 SW Frog</p>	<p>After a public hearing was conducted, Ordinance No. 892 was approved on first reading by a vote of 5-0.</p> <p>Council moved to continue the public hearing for Ordinance Nos. 896 and 897 to a date and time certain of January 6, 2025, at 7:00 p.m.</p>

Pond Lane For Development Of A 28-Lot Residential Subdivision.	
<u>City Manager's Business</u>	The City Manager recommended the audience refer to the City Manager's monthly reports included in the Council packet for comprehensive updates and wished everyone a Happy Thanksgiving.
<u>Legal Business</u>	No report.  The continuation of the Executive Session to follow the City Council Meeting.
<b>ADJOURN</b>	10:26 p.m.



City Council Meeting Action Minutes  
December 2, 2024

**COUNCILORS PRESENT**

Mayor Fitzgerald  
Council President Akervall  
Councilor Linville  
Councilor Berry  
Councilor Dunwell

Kris Ammerman, Parks and Recreation Director  
Cindy Luxhoj, Associate Planner  
Kimberly Rybold, Senior Planner  
Dustin Schull, Parks Supervisor  
Kerry Rappold, Natural Resources Manager  
Delora Kerber, Public Works Director  
Mark Ottenad, Public/Government Affairs Director  
Martin Montalvo, Public Works Ops. Manager  
Keith Katko, Assistant Finance Director  
Tommy Reeder, Lead Parks Maintenance Specialist  
Matt Lorenzen, Economic Development Manager  
Zach Weigel, City Engineer  
Zoe Mombert, Assistant to the City Manager

**STAFF PRESENT**

Bryan Cosgrove, City Manager  
Amanda Guile-Hinman, City Attorney  
Kimberly Veliz, City Recorder  
Jeanna Troha, Assistant City Manager  
Brian Stevenson, Program Manager

AGENDA ITEM	ACTIONS
<b>WORK SESSION</b>	<b>START: 5:04 p.m.</b>
A. Resolution No. 3162 - 2024 Solid Waste Rate Review & 2025 Rate Schedule	Staff and Council discussed which solid waste and recycling rates option to move forward with for 2025. The Council agreed to move forward with Option #3.
B. Housing Our Future	Staff detailed progress on the Housing Our Future Project, and shared input from the Planning Commission and task force’s review of possible actions for the Housing Production Strategy (HPS) and sought the Council’s direction on which actions merit more detailed consideration.
C. Wilsonville Industrial Land Readiness – Basalt Creek	Staff sought the Council’s input on two draft documents – the Buildable Lands Inventory and Site Suitability Analysis Memo and the Redevelopment Feasibility of Contractor Establishments Memo.
<b>REGULAR MEETING</b>	
<u>Mayor’s Business</u>	
A. Upcoming Meetings	Upcoming meetings were announced by the Mayor as well as the regional meetings she attended on behalf of the City.



<p><u>Consent Agenda</u></p> <p>A. <b><u>Resolution No. 3173</u></b>  A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With Century West Engineering For Engineering Consulting Services For The Fiscal Year 2025-2028 (FY 25-28) Street Maintenance Project (Capital Improvement Project No. 4014).</p> <p>B. <b><u>Resolution No. 3181</u></b>  A Resolution Adopting The Canvass Of Votes Of The November 5, 2024 General Election.</p> <p>C. Minutes of the September 16, October 7, October 21, and November 18, 2024, City Council Meetings.</p>	<p>The Consent Agenda was approved 5-0.</p>
<p><u>New Business</u></p> <p>A. <b><u>Resolution No. 3162</u></b>  A Resolution Of The City Of Wilsonville Adopting The Findings And Recommendations Of The “Solid Waste Collection Rate Report, November 2024” And Modifying The Current Republic Services Rate Schedule For Collection And Disposal Of Solid Waste, Recyclables, Organics And Other Materials, Effective February 1, 2025.</p> <p>B. <b><u>Resolution No. 3178</u></b>  A Resolution Of The City Of Wilsonville Authorizing And Approving A DEQ State Revolving Fund Loan To Finance Wastewater System Improvement Projects.</p>	<p>Resolution No. 3162 was adopted 5-0.</p> <p>Resolution No. 3178 was adopted 5-0.</p>
<p><u>Continuing Business</u></p> <p>A. <b><u>Ordinance No. 892</u></b>  An Ordinance Of The City Of Wilsonville Adopting Amendments To Chapter 4, Chapter 6, And Chapter 8 Of The Wilsonville City Code To Implement The Frog Pond East And South Master Plan And Make Related Updates To Residential Development Regulations Citywide</p>	<p>Ordinance No. 892 was adopted on second reading by a vote of 5-0.</p>
<p><u>Public Hearing</u></p> <p>A. None.</p>	

<u>City Manager's Business</u>	The City Manager reported on the recent Leaf Day and announced holiday closures of City offices. He also thanked outgoing Council members for their service.
<u>Legal Business</u>	The City Attorney thanked the outgoing Mayor and Councilors.
<b>ADJOURN</b>	10:39 p.m.



## CITY COUNCIL ACTION MINUTES

January 06, 2025 at 7:00 PM

Wilsonville City Hall & Remote Video Conferencing

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### PRESENT:

Mayor O'Neil  
Councilor President Berry  
Councilor Cunningham  
Councilor Dunwell  
Councilor Shevlin

### STAFF PRESENT:

Amanda Guile-Hinman, City Attorney  
Andrea Villagrana, Human Resource Manager  
Andrew Barrett, Capital Projects Engineering Manager  
Bill Evans, Communications & Marketing Manager  
Bryan Cosgrove, City Manager  
Cindy Luxhoj, Associate Planner  
Dan Pauly, Planning Manager  
Fred Weinhouse, Municipal Court Judge  
Jeanna Troha, Assistant City Manager  
Kimberly Veliz, City Recorder  
Robert Wurpes, Chief of Police  
Zach Weigel, City Engineer  
Zoe Mombert, Assistant to the City Manager

### SWEARING IN CEREMONY

The swearing in ceremony began at 7:01 p.m.

1. Oath of office administered by Judge Fred Weinhouse to newly elected Mayor Shawn O'Neil, Councilor Anne Shevlin and Councilor Adam Cunningham.

### CALL TO ORDER

The Mayor called the City Council meeting to order at 7:06 p.m.

2. Roll Call
3. Pledge of Allegiance
4. Motion to approve the following order of the agenda.

Approved 5-0.

## **MAYOR'S BUSINESS**

5. Brief Remarks from Newly Elected Officials
6. Break for Refreshments
7. Vote for Council President

Councilor Berry was nominated and voted as City Council President. Passed 5-0.

8. Upcoming Meetings

Upcoming and prior meetings and events were announced by the Mayor as well as the regional meetings he attended on behalf of the City.

## **COMMUNICATIONS**

There was none.

## **CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS**

This was an opportunity for visitors to address the City Council on any matter concerning City's Business or any matter over which the Council has control. It was also the time to address 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.

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

Councilors announced prior and upcoming meetings and events.

## **CONSENT AGENDA**

9. **Resolution No. 3184**  
A Resolution to Allocate Community Cultural Events and Programs Grant Funds for Fiscal Year 2024/2025.
10. Minutes of the December 2, 2024 City Council Meeting.

The Consent Agenda was approved 5-0.

## **NEW BUSINESS**

11. **Resolution No. 3167**

A Resolution Of The City Of Wilsonville Authorizing Acquisition Of Property And Property Interests Related To Construction Of The Boeckman Creek Flow Mitigation Project (CIP #7068).

Resolution No. 3167 was adopted 5-0.

### **CONTINUING BUSINESS**

There was none.

### **PUBLIC HEARING**

12. **Ordinance No. 896** *1st Reading (Quasi-Judicial Land Use Hearing)*

An Ordinance Of The City Of Wilsonville Annexing Approximately 9.00 Acres Of Property Located At 7400 SW Frog Pond Lane For Development Of A 28-Lot Residential Subdivision.

After a public hearing was conducted, Ordinance No. 896 was adopted on first reading by a vote of 5-0.

13. **Ordinance No. 897** *1st Reading (Quasi-Judicial Land Use Hearing)*

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 9.00 Acres Located At 7400 SW Frog Pond Lane For Development Of A 28-Lot Residential Subdivision.

After a public hearing was conducted, Ordinance No. 897 was adopted on first reading by a vote of 5-0.

### **CITY MANAGER'S BUSINESS**

Reminded that the City Manager Reports were included in the City Council packet.

The City Manager welcomed the new Mayor and Councilors.

### **LEGAL BUSINESS**

The City Attorney announced the Court of Appeals affirmed, without opinion the Land Use Board of Appeals' (LUBA) decision regarding Home Depot's appeal.

### **ADJOURN**

The Mayor adjourned the meeting at 9:30 p.m.