



PLANNING COMMISSION

WEDNESDAY, FEBRUARY 11, 2026

INFORMATIONAL

4. City Council Action Minutes (December 1 & 15, 2025 and January 5, 13, & 22, 2026)(*No staff presentation*)



ACTION MINUTES

December 01, 2025, at 5:00 PM

Wilsonville City Hall & Remote Video Conferencing

PRESENT:

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

STAFF PRESENT:

Amanda Guile-Hinman, City Attorney
Andrea Villagrana, Human Resource Manager
Bryan Cosgrove, City Manager
Cindy Luxhoj, Associate Planner
Jeanna Troha, Assistant City Manager
Kimberly Veliz, City Recorder
Everett Wild, Government Affairs Manager
Hannah Young, Law Clerk
Jed Wilson, Chief of Police (incoming)
Matt Lorenzen, Economic Development Manager
Miranda Bateschell, Planning Director
Robert Wurpes, Chief of Police (outgoing)
Zoe Mombert, Assistant to the City Manager

WORK SESSION [5:00 PM]

REVIEW OF AGENDA AND ITEMS ON CONSENT

There was none.

COUNCILORS' CONCERNS

There was none.

PRE-COUNCIL WORK SESSION

1. Wilsonville Industrial Land Readiness (Citywide EOA and EDS)

Staff sought Council feedback on the draft Economic Opportunities Analysis (EOA) and Economic Development Strategy (EDS) for the Citywide portion of the Wilsonville Industrial Land Readiness (WILR) project.

2. 2025 Solid Waste Rate Review & 2026 Rate Schedule

Council provided feedback to staff on whether to apply a cost-of-service rate adjustment or a rate-spread adjustment for solid waste collection and disposal services provided by Republic Services in response to the extraordinary rate increase request from Republic Services.

3. Public Safety Project Update – Updating Wilsonville Code Enforcement Provisions

Council discussed and provided input on (1) code enforcement provisions within the Wilsonville Code, including review of separate enforcement processes throughout the Wilsonville Code; and (2) alternatives analysis comparing other jurisdictions' code enforcement processes and recommendations for future Code updates.

ADJOURN [6:12 PM]

There was a brief break to clear the room and move into Executive Session.

EXECUTIVE SESSION [6:20 PM]

- ORS 192.660(2)(f) Exempt Public Records
To consider information or records that are exempt by law from public inspection.
- ORS 192.660(2)(h) Legal Counsel/Litigation
To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

ADJOURN [7:08 PM]

CITY COUNCIL MEETING [7:30 PM]

CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance

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

Approved 5-0.

MAYOR'S BUSINESS

4. Upcoming Meetings (*Link to City Calendar: <https://www.wilsonvilleoregon.gov/calendar>*)

The Mayor also announced past and future meetings and events.

COMMUNICATIONS

5. Police Department Update

Outgoing Chief of Police Rob Wurpes who was set to retire at the end of 2025 introduced Jed Wilson incoming Chief of Police. Chief Wurpes was appreciated by staff, Council, and the Sheriff's office for his service to Clackamas County and the City of Wilsonville.

6. Community Enhancement Project Update - Heart of the City (HOC) Project Report

It was noted that this presentation was to be rescheduled for a date to be determined.

7. Town Center / Urban Renewal Communication Council Goal Update

Consultants summarized the sentiment of community stakeholders who participated in focus groups and other outreach to gather public feedback on the 2019 Wilsonville Town Center Plan and the potential use of Urban Renewal to fund new infrastructure.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS

This is 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 is 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. Staff and the City Council will make every effort to respond to questions raised during citizen input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS

Councilors provided comments, announced prior and anticipated meetings and events.

CONSENT AGENDA

8. **Resolution No. 3223**

A Resolution Of The City Of Wilsonville Authorizing Acquisition Of Property Related To Construction Of The Boeckman Creek Flow Mitigation Project (CIP #7068) And Amending Resolution No. 3167.

9. **Resolution No. 3225**

A Resolution Of The City Of Wilsonville Adopting The South Metro Area Regional Transit Public Transportation Agency Safety Plan.

10. **Resolution No. 3227**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With R.A. Gray Construction To Construct The Elligsen Reservoir & Level C Reservoir Fall Protection & Security Improvement Projects (CIP 1152 & 1153).

11. Minutes of November 17, 2025, City Council Meeting.

The Consent Agenda was adopted 5-0.

NEW BUSINESS

There was none.

CONTINUING BUSINESS

12. **Ordinance No. 900** -2nd Reading (*Legislative Non-Land Use*)

An Ordinance Of The City Of Wilsonville Implementing An Administrative Warrants Process By Amending Chapter 1 Of The Wilsonville Code To Add Sections 1.100 Through 1.180.

Ordinance No. 900 was adopted 5-0, on second reading.

PUBLIC HEARING

There was none.

CITY MANAGER'S BUSINESS

There was none.

LEGAL BUSINESS

There was none.

ADJOURN [9:23 PM]

City Council
December 01, 2025

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ACTION MINUTES

December 15, 2025 at 5:00 PM

Wilsonville City Hall & Remote Video Conferencing

PRESENT:

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

STAFF PRESENT:

Amanda Guile-Hinman, City Attorney
Andrea Villagrana, Human Resource Manager
Bryan Cosgrove, City Manager
Jeanna Troha, Assistant City Manager
Keith Katko, Finance Director
Kimberly Rybold, Senior Planner
Kimberly Veliz, City Recorder
Everett Wild, Government Affairs Manager
Mike Nacrelli, Civil Engineer
Miranda Bateschell, Planning Director
Nancy Kraushaar, On-Call Senior Project Engineer
Zach Weigel, City Engineer
Zoe Mombert, Assistant to the City Manager

WORK SESSION [5:00 PM]

REVIEW OF AGENDA AND ITEMS ON CONSENT

There was none.

COUNCILORS' CONCERNS

There was none.

PRE-COUNCIL WORK SESSION

1. Housing Statutory Compliance

Staff provided an update and sought Council feedback on aligning the City's residential development review processes with new requirements in State statute. The Housing Statutory Compliance project would develop a clear and predictable review process for residential development that maintains responsiveness for applicants.

2. Public Safety Project Update – Community Outreach on Alternative RV Policies

Staff sought the Council's feedback on draft updates to the City's parking regulations that would address public health, safety, welfare, and livability issues of concern to community members by establishing time limits for parked cars and/or a permit program for recreational vehicles (RVs).

ADJOURN [6:19 PM]

There was a brief break to clear the room and move into Executive Session.

EXECUTIVE SESSION [6:25 PM]

1. ORS 192.660(2)(h) Legal Counsel/Litigation

To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

ADJOURN [6:40 PM]

CITY COUNCIL MEETING [7:00 PM]

CALL TO ORDER

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

Approved 5-0.

MAYOR'S BUSINESS

4. Upcoming Meetings (*Link to City Calendar: <https://www.wilsonvilleoregon.gov/calendar>*)

The Mayor also announced past and future meetings and events.

5. Boards/Commission Appointments/Reappointments

Budget Committee – Reappointment

Reappointment of Synthea Russell to the Budget Committee for a term beginning 1/1/2026 to 12/31/2028. Passed 5-0.

Budget Committee – Appointment

Appointment of Adrienne Scritsmier to the Budget Committee for a term beginning 1/1/2026 to 12/31/2026. Passed 4-1.

Development Review Board – Reappointment

Reappointment of John Andrews, Kamran Mesbah, and Megan Chuinard to the Development Review Board for a term beginning 1/1/2026 to 12/31/2027. Passed 5-0.

Development Review Board – Appointment

Appointment of Mitchell Cooper to the Development Review Board for a term beginning 1/1/2026 to 12/31/2026. Passed 5-0.

Development Review Board – Appointment

Appointment of George Dunn to the Development Review Board for a term beginning 1/1/2026 to 12/31/2026. Passed 5-0.

Diversity, Equity and Inclusion Committee – Reappointment (Student Position)

Reappointment of Fiona Huston to the Diversity, Equity and Inclusion Committee for a term beginning 1/1/2026 to 12/31/2027. Passed 5-0.

Diversity, Equity and Inclusion Committee – Appointment (Student Position)

Appointment of Avani Patel to the Diversity, Equity and Inclusion Committee for a term beginning 1/1/2026 to 12/31/2027. Passed 5-0.

Diversity, Equity and Inclusion Committee – Reappointment

Reappointment of Elisabeth Garcia Davidson to the Diversity, Equity and Inclusion Committee for a term beginning 1/1/2026 to 12/31/2028. Passed 5-0.

Diversity, Equity and Inclusion Committee – Appointment

Appointment of Iona River and Jenna Barruga to the Diversity, Equity and Inclusion Committee for a term beginning 1/1/2026 to 12/31/2028. Passed 5-0.

Diversity, Equity and Inclusion Committee – Appointment

Appointment of Jennie Kime and Natalia Oguilve Araya to the Diversity, Equity and Inclusion Committee for a term beginning 1/1/2026 to 12/31/2027. Passed 5-0.

Kitakata Sister City Advisory Board – Reappointment

Reappointment of Devan Olmstead to the Kitakata Sister City Advisory Board for a term beginning 1/1/2026 to 12/31/2028. Passed 5-0.

Kitakata Sister City Advisory Board – Appointment

Appointment of Ami Keiffer to the Kitakata Sister City Advisory Board for a term beginning 1/1/2026 to 12/31/2029. Passed 5-0.

Kitakata Sister City Advisory Board – Appointment

Appointment of Elliot Porter to the Kitakata Sister City Advisory Board for a term beginning 1/1/2026 to 12/31/2026. Passed 5-0.

Planning Commission – Reappointment

Reappointment of Andrew Karr to the Planning Commission for a term beginning 1/1/2026 to 12/31/2029. Passed 5-0.

Planning Commission – Appointment

Appointment of Jeffrey Zundel to the Planning Commission for a term beginning 1/1/2026 to 12/31/2029. Passed 5-0.

Planning Commission – Appointment

Appointment of Tabi Traughber and Rob Candrian to the Planning Commission for a term beginning 1/1/2026 to 12/31/2027. Passed 5-0.

COMMUNICATIONS

6. American Public Works Association (APWA) Oregon Project of the Year

Staff received recognition from the City Council for earning a Project of the Year Award from the Oregon chapter of the American Public Works Association. The award recognizes the Boeckman Road Corridor Improvement Program, a series of improvements that includes the new Boeckman Bridge.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS

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COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS

Councilors provided comments, announced prior and anticipated meetings and events.

CONSENT AGENDA

7. **Resolution No. 3220**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute Task Order No. 1 To The Goods And Services Contract With Andersen Pacific Inc. For Replacement Of The Town Center Water Feature.

8. **Resolution No. 3228**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With WSP USA Inc. To Provide Engineering Consulting Services For The Miley Road Stormwater Improvements Project (Capital Improvement Project No. 7071).

9. Minutes of the December 1, 2025 City Council Meeting.

The Consent Agenda was adopted 5-0.

NEW BUSINESS

10. Employment Agreement, City Manager Pro Tem

Passed 5-0.

11. Employment Agreement Amendment, City Attorney

Passed 5-0.

12. Employment Agreement Renewal, Municipal Court Judge

Passed 5-0.

13. **Resolution No. 3219**

A Resolution Of The City Of Wilsonville Adopting The 2026 Republic Services Rate Schedule For Collection And Disposal Of Solid Waste, Recyclables, Organics, And Other Materials.

Passed 5-0.

14. **Resolution No. 3231**

A Resolution Of The City Of Wilsonville Authorizing Sole-Source Equipment Procurement For The Wastewater Treatment Plant Backup Ultraviolet System Replacement Project (Capital Improvement Project #2109).

Passed 5-0.

CONTINUING BUSINESS

There was none.

PUBLIC HEARING

15. Resolution No. 3229

A Resolution Establishing And Imposing Just And Equitable Sewer User Fees And Repealing Resolution No. 2325 And Resolution No. 1987.

16. Resolution No. 3230

A Resolution Establishing And Imposing Just And Equitable Stormwater User Fees And Repealing Resolution No. 2507 And Resolution No. 2353.

City Council continued the public hearing of Resolution Nos. 3229 and 3230 to the February 2, 2026, meeting at 7:00 p.m. Approved 5-0.

CITY MANAGER'S BUSINESS

The City Manager announced there was a local flood watch from Wednesday, December 17 to Friday, December 19, 2025.

LEGAL BUSINESS

The City Attorney informed City Council that Prospective Initiative Petition ID No. 2025-01i had received the required signatures to be placed on the May 2026 Election ballot.

ADJOURN [11:29 PM]



ACTION MINUTES

January 05, 2026, at 5:00 PM

Wilsonville City Hall & Remote Video Conferencing

PRESENT:

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

STAFF PRESENT:

Amanda Guile-Hinman, City Attorney
Andrea Villagrana, Human Resource Manager
Beth Wolf, IT Project Manager
Bill Evans, Communications & Marketing Manager
Bryan Cosgrove, City Manager
Chris Myers, Senior Planner
Delora Kerber, Public Works Director
Jeanna Troha, Assistant City Manager
Kimberly Veliz, City Recorder
Everett Wild, Government Affairs Manager
Martin Montalvo, Public Works Ops. Manager
Marissa Rauthause, Civil Engineer
Matt Lorenzen, Economic Development Manager
Miranda Bateschell, Planning Director
Zach Weigel, City Engineer

WORK SESSION [5:00 PM]

REVIEW OF AGENDA AND ITEMS ON CONSENT

There was none.

COUNCILORS' CONCERNS

Councilor Cunnigham submitted a proposal to update the appointment process for City boards and commissions. Staff was directed to research the proposal and bring back information to a future Work Session for City Council's discussion.

PRE-COUNCIL WORK SESSION

1. Wilsonville Emergency Operations Plan Update

Council was informed of Resolution No. 3237, repealing Resolution No. 2341 and the current basic Emergency Operating Plan (EOP), January 2012 and replacing with this new resolution and Emergency Operations Plan, Basic Plan, December 2025.

2. WILR (Basalt Creek) - Infrastructure Funding Analysis

Staff sought the Council's feedback on an Infrastructure Funding Analysis drafted to facilitate future development in the Basalt Creek Planning Area.

ADJOURN [6:35 PM]

There was a brief break to switch Zoom accounts.

EXECUTIVE SESSION [6:40 PM]

- ORS 192.660(2)(f) Exempt Public Records
 - To consider information or records that are exempt by law from public inspection.
- ORS 192.660(2)(h) Legal Counsel/Litigation
 - To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

ADJOURN [7:30 PM]

CITY COUNCIL MEETING [7:34 PM]

CALL TO ORDER

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

Approved 5-0.

City Council
January 05, 2026

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MAYOR'S BUSINESS

4. Upcoming Meetings (Link to City Calendar: <https://www.wilsonvilleoregon.gov/calendar>)

The City Manager updated the audience on the status of initiative petition ID# 2025-01i.

The Mayor then provided his report.

COMMUNICATIONS

There was none.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS

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COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS

Councilors provided comments, announced prior and anticipated meetings and events.

CONSENT AGENDA

5. **Resolution No. 3232**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute An Amendment To The Professional Services Agreement With Harper Houf Peterson Righellis Inc. (HHPR) For Engineering Consulting Services For The Brown Road Improvements Project (Capital Improvement Project No. 4216).

6. **Resolution No. 3237**

A Resolution Of The City Of Wilsonville Repealing Resolution No. 2341 And The Current Basic Emergency Operating Plan, January 2012 And Replacing With This New Resolution And Emergency Operations Plan, Basic Plan, December 2025.

The Consent Agenda was approved 5-0.

NEW BUSINESS

7. City Council Members' Assignments to City Boards and Intergovernmental Committees

Approved 5-0.

CONTINUING BUSINESS

There was none.

PUBLIC HEARING

There was none.

CITY MANAGER'S BUSINESS

There was no report.

LEGAL BUSINESS

The City Attorney informed the City Council of their options for an initiative petition competing measure. Council decided not to submit a competing measure.

The Council adopted a motion to authorize the City's intervention in ongoing proceedings with the Land Use Board of Appeals regarding a Marion County land use application at a property near the Aurora Airport. Approved 4-0-1.

ADJOURN [8:46 PM]

URBAN RENEWAL AGENCY MEETING [8:51 PM]

CALL TO ORDER

1. Roll Call
2. Motion to approve the following order of the agenda.

Approved 5-0.

CITIZEN INPUT

This is an opportunity for visitors to address the Urban Renewal Agency on any matter concerning City's Business or any matter over which the Agency has control. It is 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. Staff and the Urban Renewal Agency will make every effort to respond to questions raised during citizen input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

There was none.

CONSENT AGENDA

3. URA Resolution No. 356

A Resolution Of The City Of Wilsonville Urban Renewal Agency Authorizing The City Manager To Execute An Amendment To The Professional Services Agreement With Harper Houf Peterson Righellis Inc. (HHPR) For Engineering Consulting Services For The Brown Road Improvements Project (Capital Improvement Project No. 4216).

4. Minutes of October 6, 2025, Urban Renewal Agency Meeting.

The URA Consent Agenda was approved 5-0.

NEW BUSINESS

There was none.

CONTINUING BUSINESS

There was none.

PUBLIC HEARING

There was none.

ADJOURN [8:53 PM]



ACTION MINUTES

January 13, 2026 at 12:00 PM

Wilsonville City Hall

The Wilsonville City Council held a Executive Session on January 13, 2026, at the Wilsonville City Hall beginning at 12:00 p.m. The Mayor called to order the Executive Session at 12:00 p.m.

PRESENT:

Mayor O'Neil

Councilor President Berry

Councilor Cunningham

Councilor Shevlin

Councilor Scull – Excused at 12:48 p.m.

STAFF PRESENT:

Amanda Guile-Hinman, City Attorney

Aliese Cloo, Assistant City Attorney

Bryan Cosgrove, City Manager

Jeanna Troha, Assistant City Manager

Kimberly Rybold, Senior Planner

Matt Lorenzen, Economic Development Manager

Miranda Bateschell, Planning Director

Zoe Mombert, Assistant to the City Manager

EXECUTIVE SESSION [12:00 PM]

- ORS 192.660(2)(f) Exempt Public Records
 - *To consider information or records that are exempt by law from public inspection.*

ADJOURN [12:54 PM]



ACTION MINUTES

January 22, 2026, at 4:00 PM

Wilsonville City Hall & Remote Video Conferencing

PRESENT:

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

STAFF PRESENT:

Amanda Guile-Hinman, City Attorney
Andrea Villagrana, Human Resource Manager
Bryan Cosgrove, City Manager
Dan Carlson, Building Official
Delora Kerber, Public Works Director
Hannah Young, Law Clerk
Jeanna Troha, Assistant City Manager
Kimberly Veliz, City Recorder

EXECUTIVE SESSION [4:00 PM]

- ORS 192.660(2)(a) Employment of Public Officers, Employees and Agents
 - *To consider the employment of a public officer, employee, staff member or individual agent.*

ADJOURN [5:50 PM]

There was a brief break to switch Zoom accounts.

WORK SESSION [6:07 PM]

REVIEW OF AGENDA AND ITEMS ON CONSENT

There was none.

Executive Session & Work Session (NO City Council Meeting)

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January 22, 2026

COUNCILORS' CONCERNS

The proposed update to the boards/commissions process was discussed.

PRE-COUNCIL WORK SESSION

1. Update on City Council Goal 2, Rental Housing Inspection Program

Staff summarized work to analyze rental housing inspection programs that exist in some jurisdictions to support the resolution of livability issues between landlords and tenants.

Public Safety Council Goal - Graffiti Rewards Program Update

Staff presented examples of abatement programs that could be established to incentivize residents to report information that leads to the apprehension of graffiti vandals.

ADJOURN [7:50 PM]