



# PLANNING COMMISSION

## WEDNESDAY, APRIL 8, 2026

### INFORMATIONAL

2. City Council Action Minutes March 2, 12, & 16, 2026)(*No staff presentation*)



## **ACTION MINUTES**

**March 02, 2026, at 5:00 PM**

**Wilsonville City Hall & Remote Video Conferencing**

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**PRESENT:**

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

**STAFF PRESENT:**

Aliese Cloo, Assistant City Attorney  
Amanda Guile-Hinman, City Attorney  
Andrea Villagrana, Human Resource Manager  
Bill Evans, Communications & Marketing Manager  
Bryan Cosgrove, City Manager  
Chris Myers, Senior Planner  
Ethan Rogers, Civil Engineer  
Hannah Young, Law Clerk  
Jeanna Troha, Assistant City Manager  
Kimberly Veliz, City Recorder  
Matt Lorenzen, Economic Development Manager  
Miranda Bateschell, Planning Director  
Sarah Pearlman, Assistant Planner  
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. SILL Forgivable Loan - Coffee Creek Day Road Sewer**

Staff presented on Resolution No. 3258, which authorizes the City Manager to execute a financing contract with Oregon Business Development Department for the design of the Coffee Creek Day Road Sewer Extension Project (Capital Improvement Project No. 2115).

### **2. Public Safety Council Goal Update – RVs and Abandoned Vehicles**

Staff shared draft revisions to City Code that would establish more stringent guidelines to discourage parking Recreational Vehicles (RV) for more than 48 hours or abandoning vehicles parking in public areas for an extended period.

### **3. Public Safety Council Goal Update – Draft Graffiti Programs**

The Council discussed a graffiti pilot program offering a reward for individuals providing information leading to apprehension of graffiti vandals.

## **ADJOURN [5:50 PM]**

There was a brief break to clear the room for the Executive Session.

## **EXECUTIVE SESSION [5:57 PM]**

- 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 [6:26 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.

The order of agenda was approved 5-0.

## **MAYOR'S BUSINESS**

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

The Mayor provided a report on past and upcoming meetings and events.

## **COMMUNICATIONS**

There was none.

## **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**

5. **Resolution No. 3242**  
A Resolution Of The City Of Wilsonville To Authorizing The City Manager To Execute A Construction Contract With S-2 Contractors, Inc. For The 2026 Crack Sealing Project (Capital Improvement Project No. 4014).
6. **Resolution No. 3243**  
A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With Interlaken, Inc. For The Boeckman Creek Flow Mitigation Project (Capital Improvement Project 7068).
7. **Resolution No. 3258**  
A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Financing Contract With Oregon Business Development Department For The Design Of The Coffee Creek Day Road Sewer Extension Project (Capital Improvement Project No. 2115).
8. Minutes of February 19, 2026, City Council Meeting.

The Consent Agenda was approved 5-0.

**NEW BUSINESS**

9. **Resolution No. 3244**

A Resolution Of The City Of Wilsonville Authorizing A Review Of Building Height Waiver Provisions In The Wilsonville Code Applicable To Town Center.

Resolution No. 3244 was adopted 5-0.

10. Town Center Communications Plan Project

The Town Center Communications Plan was adopted 5-0.

**CONTINUING BUSINESS**

There was none.

**PUBLIC HEARING**

11. **Ordinance No. 901** - *1st Reading (Legislative Hearing)*

An Ordinance Of The City Of Wilsonville Adopting The 2026 Economic Opportunities Analysis (EOA) And The Accompanying Economic Development Strategy (EDS) As A Sub-Element Of The Wilsonville Comprehensive Plan.

After a public hearing, Ordinance No. 901 was adopted 5-0 on first reading.

**CITY MANAGER'S BUSINESS**

There was none.

**LEGAL BUSINESS**

There was none.

**ADJOURN [8:13 PM]**



## **ACTION MINUTES**

**March 12, 2026, at 4:00 PM**

**Wilsonville City Hall & Remote Video Conferencing**

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### **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  
Kaylee Edwards, Administrative Assistant II  
Zoe Mombert, Assistant to the City Manager

### **CITY COUNCIL [4:00 PM]**

#### **CALL TO ORDER**

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

Passed 5-0.

#### **MAYOR'S BUSINESS**

There was none.

#### **COMMUNICATIONS**

There was none.

## **CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS**

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There was none.

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

There was none.

## **CONSENT AGENDA**

There was none.

## **NEW BUSINESS**

### 4. City Manager Employment Agreement

Council moved to approve the City Manager Employment Agreement Option 2. Failed 2-3.

Council moved to approve the City Manager Employment Agreement Option 1. Passed 3-2.

## **CONTINUING BUSINESS**

There was none.

## **PUBLIC HEARING**

There was none.

## **CITY MANAGER'S BUSINESS**

There was none.

## **LEGAL BUSINESS**

There was none.

## **ADJOURN [5:23 PM]**



## **ACTION MINUTES**

**March 16, 2026, at 5:30 PM**

**Wilsonville City Hall & Remote Video Conferencing**

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### **PRESENT:**

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

### **STAFF PRESENT:**

Amanda Guile-Hinman, City Attorney  
Beth Wolf, IT Project Manager  
Bryan Cosgrove, City Manager  
Dan Carlson, Building Official  
Jeanna Troha, Assistant City Manager  
Matt Lorenzen, Economic Development Manager  
Zach Weigel, City Engineer  
Zoe Mombert, Assistant to the City Manager

### **WORK SESSION [5:30 PM]**

#### **REVIEW OF AGENDA AND ITEMS ON CONSENT**

There was none.

#### **COUNCILORS' CONCERNS**

There was none.

#### **PRE-COUNCIL WORK SESSION**

1. Town Center Urban Renewal Feasibility

Council directed staff to continue refining the Town Center Urban Renewal Feasibility Study.

## 2. Building Code Adoption

Staff presented Resolution No. 3252, which if approved would adopt the Structural Specialty Code, the Mechanical Specialty Code, the Energy Efficiency Specialty Code, the Fire Code, and repealing the prior City-Adopted Structural Specialty Code, Mechanical Specialty Code, Energy Efficiency Specialty Code, and Fire Code.

## 3. City Manager Retirement

Retiring City Manager Bryan Cosgrove was appreciated for his 15 years of dedicated service to the City of Wilsonville.

**ADJOURN [5:47 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.

Passed 4-0.

### **MAYOR'S BUSINESS**

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

The Mayor provided a report on past and upcoming meetings and events. In addition, retiring City Manager Bryan Cosgrove was recognized.

### **COMMUNICATIONS**

There was none.

### **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

5. **Resolution No. 3245**

A Resolution Of The City Of Wilsonville Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Autumn Park Apartments, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.

6. **Resolution No. 3246**

A Resolution Of The City Of Wilsonville Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Charleston Apartments, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.

7. **Resolution No. 3247**

A Resolution Of The City Of Wilsonville Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Creekside Woods LP, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.

8. **Resolution No. 3248**

A Resolution Of The City Of Wilsonville Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Rain Garden Limited Partnership, A Low-Income Apartment Development Owned And Operated By Caritas Community Housing Corporation.

9. **Resolution No. 3249**

A Resolution Of The City Of Wilsonville Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Wiedemann Park, A Low-Income Apartment Development Owned And Operated By Accessible Living, Inc.

10. **Resolution No. 3250**

A Resolution Of The City Of Wilsonville Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Vuela apartments operated by Level Field Community Development Corporation.

11. **Resolution No. 3252**

A Resolution Of The City Of Wilsonville Adopting The Structural Specialty Code, The Mechanical Specialty Code, The Energy Efficiency Specialty Code, The Fire Code, And Repealing The Prior City-Adopted Structural Specialty Code, Mechanical Specialty Code, Energy Efficiency Specialty Code, And Fire Code.

18. Minutes of March 2, 2026, City Council Meeting.

The Consent Agenda was adopted 4-0.

## **NEW BUSINESS**

There was none.

## **CONTINUING BUSINESS**

### **12. Ordinance No. 901 - 2nd Reading (Legislative Hearing)**

An Ordinance Of The City Of Wilsonville Adopting The 2026 Economic Opportunities Analysis (EOA) And The Accompanying Economic Development Strategy (EDS) As A Sub-Element Of The Wilsonville Comprehensive Plan.

Ordinance No. 901 was adopted 4-0 on second reading.

## **PUBLIC HEARING**

### **13. Resolution No. 3229**

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

After a public hearing Resolution No. 3229 Option 2 was adopted 4-0.

## **CITY MANAGER'S BUSINESS**

The City Manager shared he began his career with the City of Wilsonville with sewer rates and ended his career with them.

## **LEGAL BUSINESS**

There was none.

## **ADJOURN [8:15 PM]**